



**AGENDA
CITY OF CEDAR FALLS, IOWA
CITY COUNCIL MEETING
MONDAY, FEBRUARY 18, 2019
7:00 PM AT CITY HALL**

Call to Order by the Mayor

Roll Call

Approval of Minutes

1. Regular Meeting of February 4, 2019.

Agenda Revisions

Special Order of Business

2. Hearing on a proposed resolution adopting and levying the final schedule of assessments for the 2018 Sidewalk Assessment Project, Zone 9.
 - a) Oral comments.
3. Resolution adopting and levying the final schedule of assessments for the 2018 Sidewalk Assessment Project, Zone 9.
4. Public hearing on the proposed FY20 Budget for the City of Cedar Falls.
 - a) Receive and file proof of publication of notice of hearing. (Notice published February 6, 2019)
 - b) Written communications filed with the City Clerk.
 - c) Oral comments.
5. Resolution approving and adopting the FY20 Budget for the City of Cedar Falls.
6. Public hearing on a proposal to undertake a public improvement project for the Walnut Street Box Culvert Replacement - University Branch of Dry Run Creek Project and to authorize acquisition of private property for said project.
 - a) Receive and file proof of publication of notice of hearing. (Notice published February 1, 2019)
 - b) Written communications filed with the City Clerk.
 - c) Oral comments.
7. Resolution approving a public improvement for the Walnut Street Box Culvert Replacement - University Branch of Dry Run Creek Project and authorizing acquisition of private property for said project.
8. Public hearing on proposed amendments to Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District.
 - a) Receive and file proof of publication of notice of hearing. (Notice published February 8, 2019)

- b) Written communications filed with the City Clerk.
- c) Oral comments.
- 9. Pass an ordinance amending Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District, upon its first consideration.

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.)

- 10. Receive and file the following resignations:
 - a) Karen Morlan, Housing Commission.
 - b) Todd Blanford, Human Rights Commission.
- 11. Receive and file the Committee of the Whole minutes of February 4, 2019 relative to the following items:
 - a) FY20 Budget.
 - b) Bills & Payroll.
- 12. Receive and file the City Council Work Session minutes of February 4, 2019.
- 13. Approve the application of Buzz-Smoke & Vapor, 2125 College Street, for a cigarette/tobacco/nicotine/vapor permit.
- 14. Approve the following applications for beer permits and liquor licenses:
 - a) Asian Fusion Vietnamese and Thai Cuisine, 5725 University Avenue, Special Class C liquor - renewal.
 - b) College Square Cinema, 6301 University Avenue, Special Class C liquor - renewal.
 - c) Chad's Pizza and Restaurant, 909 West 23rd Street, Class C liquor & outdoor service - renewal.
 - d) Sakura Japanese Steakhouse & Sushi Bar, 5719 University Avenue, Class C liquor - renewal.
 - e) The Hydrant Firehouse Grill, 2002 College Street, Class C liquor - renewal.
 - f) Thunder Ridge Ampride, 2425 Whitetail Drive, Class E liquor - renewal.
 - g) Kwik Star, 2019 College Street, Class C beer & Class B wine - change in ownership.
 - h) Kwik Star, 7500 Nordic Drive, Class C beer & Class B wine - change in ownership.
 - i) Tobacco Outlet Plus, 4116 University Avenue, Class C beer - change in ownership.
 - j) Main Street Sweets, 307 Main Street, Class B native wine - permanent transfer.

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.)

- 15. Resolution approving and authorizing execution of a Second Amendment to Lease with Sartori Memorial Hospital, Inc. and Wheaton Franciscan Healthcare-Iowa, Inc., formerly known as Covenant Health System, Inc., allowing a name change from Sartori Memorial Hospital to MercyOne Cedar Falls Medical Center.
- 16. Resolution approving and authorizing execution of a Form of Contract with Miller Fence & Flag Co. for a security fence and gates for the Public Safety Facility.
- 17. Resolution approving and authorizing execution of an Asphalt Crushing Services Informal Project Contract with Peterson Contractors, Inc.
- 18. Resolution approving and authorizing execution of a Professional Service Agreement with Snyder & Associates, Inc. relative to the Oak Park Boulevard Sewer Replacement Project.
- 19. Resolution approving and accepting the contract and bond of Peters Construction Corporation for the Place to Play Playground Project.

- [20.](#) Resolution approving and accepting the contract and bond of Peterson Contractors, Inc. for the 2019 Street Construction Project.
- [21.](#) Resolution approving and authorizing execution of Supplemental Agreement No. 3 with Snyder & Associates, Inc. relative to 2019 Engineering Services.
- [22.](#) Resolution approving and authorizing execution of one Owner Purchase Agreement and two Tenant Purchase Agreements, and approving and accepting one Public Utility Easement and one Owner's Temporary Easement for Construction, in conjunction with the West 1st Street Reconstruction Project.
- [23.](#) Resolution approving and authorizing submission of the Iowa Certified Local Government (CLG) 2018 Annual Report of the Historic Preservation Commission to the State Historical Society of Iowa.
- [24.](#) Resolution approving and authorizing a Joint Project Agreement with the City of Waterloo relative to reconstruction of the University Avenue & Midway Drive intersection.
- [25.](#) Resolution approving and authorizing execution of a Professional Service Agreement with Community ReCode, LLC relative to the Downtown Visioning & Zoning Code Update Project.

Allow Bills and Payroll

- 26. Allow Bills and Payroll of February 18, 2019.

City Council Referrals

City Council 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, FEBRUARY 4, 2019
REGULAR MEETING, CITY COUNCIL
MAYOR JAMES P. BROWN 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, Blanford, Darrah, Wieland, Green. Absent: Kruse.

- 52178 - It was moved by Darrah and seconded by Wieland that the minutes of the Regular Meeting of January 21, 2019 be approved as presented and ordered of record. Motion carried unanimously.

Mayor Brown introduced the new Library Board Director Kelly Stern.

- 52179 - It was moved by Wieland and seconded by Darrah that Ordinance #2935, amending Section 29-107 of the Code of Ordinances by removing property located to the north of Arbors Drive and west of Richard Road from A-1, Agricultural District, and placing the same in R-1, Residence District, be passed upon its third and final consideration. The Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Ordinance #2935 duly passed and adopted.

- 52180 - It was moved by Miller and seconded by Green that the following items and recommendations on the Consent Calendar be received, filed and approved:

Receive and file the Committee of the Whole minutes of January 21, 2019 relative to the following items:

- a) West 1st Street Reconstruction Project Update.
- b) Amendments to the College Hill Neighborhood Overlay Zoning District.
- c) Bills & Payroll.

Receive and file Departmental Monthly Reports of December 2018.

Approve and authorize execution of an Order Accepting Acknowledgment/Settlement Agreement relative to a First Tobacco Violation regarding Up In Smoke, 2218 College Street.

Approve the following applications for beer permits and liquor licenses:

- a) Hy-Vee Gas, 6527 University Avenue, Class C beer - renewal.
- b) Cottonwood Canyon, 419 Washington Street, Special Class C liquor & outdoor service - renewal.
- c) Jorgensen Plaza (Table 1912, Diamond Event Center and Gilmore's Pub), 5307 Caraway Lane, Class C liquor & outdoor service - adding Class B wine.

Motion carried unanimously.

- 52181 - It was moved by Darrah and seconded by Blanford that the following resolutions be introduced and adopted:

Resolution #21,409, approving and adopting a job classification for the position of Video Production Specialist in the Information Systems Division.

Resolution #21,410, approving and authorizing execution of a lease relative to property vacated by the 2008 flood buyout programs.

Resolution #21,411, approving and authorizing execution of an Agreement for Storage of Portable Single Classroom Unit with the Cedar Falls Community School District relative to storage of two portable classroom units.

Resolution #21,412, approving and authorizing the expenditure of funds for the purchase of furniture from Storey Kenworthy, Kirk Gross and Office Concepts for the Public Safety Facility.

Resolution #21,413, approving and authorizing execution of one Owner Purchase Agreement and seven Tenant Purchase Agreements, and approving and accepting two Public Utility Easements, one Owner's Temporary Grading Easement for Construction and one Tenant's Temporary Grading for Construction Easement, in conjunction with the West 1st Street Reconstruction Project.

Resolution #21,414, approving and authorizing execution of Supplemental Agreement No. 1 with Snyder & Associates, Inc. relative to the 2017 Levee/Floodwall System Improvements Project.

Resolution #21,415, receiving and filing the bids, and approving and accepting the low bid of Peters Construction Corporation, in the amount of \$404,938.53, for the Place to Play Playground Project.

Resolution #21,416, approving and authorizing execution of Supplemental Agreement No. 2 with Snyder & Associates, Inc. relative to 2019 Engineering Services.

Resolution #21,417, approving the closure of the Housing Choice Voucher (HCV) Program (a/k/a Section 8) Waiting List through July 31, 2019, as recommended by the Housing Commission.

Resolution #21,418, approving and authorizing execution of an Addendum to the Preconstruction Agreement for Primary Road Project with the Iowa Department of Transportation relative to the West 1st Street Reconstruction Project.

Resolution #21,419, setting February 18, 2019 as the date of public hearing on the proposed FY20 Budget for the City of Cedar Falls.

Resolution #21,420, setting February 18, 2019 as the date of public hearing on

proposed amendments to Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District.

Resolution #21,421, setting March 4, 2019 as the date of public hearing on a proposal to undertake a public improvement project for the Ridgeway Avenue Reconstruction Project and to authorize acquisition of private property for said project.

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, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolutions #21,409 through #21,421 duly passed and adopted.

- 52182 - It was moved by Miller and seconded by Wieland that Resolution #21,422, approving and adopting certain revised Personnel Policies, be adopted. Following a question by Councilmember Blanford and clarification by City Attorney Rogers, it was moved by Blanford and seconded by Green to amend proposed changes by retaining the previous language in Policy 302. Following questions by Councilmembers Darrah and Wieland, and response by Councilmember Blanford, the motion to amend Policy 302 carried unanimously.

It was then moved by Blanford and seconded by Green to amend proposed changes by retaining the previous language in Policy 903. Following questions and comments by Councilmembers Miller, Green, Blanford, deBuhr and Darrah, and responses by City Attorney Rogers and Mayor Brown, the motion to amend Policy 902 carried unanimously.

City Attorney Rogers responded to a request by Green for clarification of proposed changes in Policy 208 regarding seniority.

It was then moved by Green and seconded by Miller to amend proposed changes by removing elected officials from Policy 507. Following comments by Councilmembers Green, Wieland and Miller, the motion to amend Policy 507 failed 2-4, with Councilmembers Miller, deBuhr, Darrah and Wieland voting Nay.

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, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,422 duly passed and adopted as amended.

- 52183 - It was moved by Miller and seconded by Darrah that Resolution #21,423, receiving and filing the bids, and approving and accepting the low bid of Peterson Contractors, Inc., in the amount of \$4,711,475.14, for the 2019 Street Construction Project, be adopted. Following a comment by Councilmember Green, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,423 duly passed and adopted.

- 52184 - It was moved by Wieland and seconded by deBuhr that the bills and payroll of February 4, 2019 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, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried.
- 52185 - It was moved by Darrah and seconded by Green that the meeting be adjourned at 7:23 P.M. Motion carried unanimously.

Jacqueline Danielsen, MMC, City Clerk

RESOLUTION NO. _____

**RESOLUTION ADOPTING AND LEVYING THE FINAL
SCHEDULE OF ASSESSMENTS FOR THE
2018 SIDEWALK ASSESSMENT PROJECT, ZONE 9**

WHEREAS, the City Council of the City of Cedar Falls, Iowa, has received the final schedule of assessments showing the assessments proposed to be made for the construction of the 2018 Sidewalk Assessment Project, Zone 9, Cedar Falls, Iowa, completed under contract by Feldman Concrete of Dyersville, Iowa, and

WHEREAS, the City Council of the City of Cedar Falls, Iowa, deems it in the best interest of the City of Cedar Falls, Iowa, to approve and adopt said schedule of assessments; and that there be, and is hereby assessed and levied, as a special tax against and upon each of the lots, parts of lots and parcels of land, and the owner or owners thereof liable to assessment for the cost of said improvements, the respective sums expressed in figures set opposite to each of the same on account of the cost of construction of the said improvements. Said assessments against said lots and parcels of land are hereby declared to be in proportion to the special benefits conferred upon said property by said improvements.

NOW THEREFORE, be it resolved that said assessments of \$500.00 or more shall be payable in five (5) equal annual installments and shall bear interest at the rate of nine percent (9%) per annum, the maximum rate permitted by law, from the date of acceptance of the improvements (January 7, 2019); the first installment of each assessment, or total amount thereof, if it be less than \$500, with interest on the whole assessment from date of acceptance of the work by the Council, shall become due and payable on July 1, 2019; succeeding annual installments, with interest on the whole unpaid amount, shall respectively become due on July 1st annually thereafter, and shall be paid at the same time and in the same manner as the September semi-annual payment of ordinary taxes. Said assessments shall be payable at the office of the County Treasurer of Black Hawk County, Iowa.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby authorized and directed to certify said final assessments to the County Treasurer of Black Hawk County, Iowa, to be collected in the same manner as property taxes.

APPROVED AND ADOPTED this 18th day of February, 2019.

James P. Brown, Mayor

ATTEST:

Jacqueline Daniels, MMC, City Clerk
City of Cedar Falls, Iowa

**FINAL SCHEDULE OF ASSESSMENTS FOR THE
2018 SIDEWALK ASSESSMENT PROJECT,
ZONE 9

CEDAR FALLS, IOWA**

**2018 SIDEWALK ASSESSMENT PROJECT
CITY PROJECT NUMBER SW - 000 - 3113**

Sidewalk Assessment Account No. 473-0000-371.07-02

Acct Desc	#18 Misc Receipt
Credit	2018 Sidewalk Assessment
First Line Desc	47300003710702
Second Line Desc	Payee Name
	Address/Location

Final Statement of Expenditures for Material and Labor

Property Owner	Mailing Address	City	State	Zip Code	Location	Legal Description	Total Cost	PAID X
DS Rentals LLC	PO Box 128	Cedar Falls	IA	50613	1638 Waterloo Road	8914-13-227-01C	\$305.81	X
Marvin Ihnen	1616 East Street	Cedar Falls	IA	50613	1616 East Street	8914-13-228-01E	\$258.10	X
Shelly Gates	1791 310th Street	Rowley	IA	52329	1623 Scoggin Street	8914-13-228-00S	\$485.51	X
Deanna Wheeler	8037 Acker Road	Waterloo	IA	50701	821 Grand Boulevard	8914-13-229-004	\$793.66	X
Jeffrey Taylor	1607 Schreiber Street	Cedar Falls	IA	50613	1607 Schreiber Street	8914-13-229-00S	\$258.11	X
Barbara Morrison Trust	1612 Schreiber Street	Cedar Falls	IA	50613	1612 Schreiber Street	8913-18-151-014	\$310.49	X
Cathy Wigan	909 Grand Boulevard	Cedar Falls	IA	50613	909 Grand Boulevard	8913-18-151-002	\$324.86	X
Dana Roberts	1708 Schreiber Street	Cedar Falls	IA	50613	1708 Schreiber Street	8913-18-153-01E	\$262.15	X
Scott Bakula	1022 Denver Street	Waterloo	IA	50702	1722 Schreiber Street	8913-18-153-021	\$287.95	X
Timothy Kramer	1620 Birch Street	Cedar Falls	IA	50613	1620 Birch Street	8913-18-152-001	\$812.66	X
Andrew Shroll	930 Newman Avenue	Cedar Falls	IA	50613	930 Newman Avenue	8913-18-152-00E	\$649.31	X
Connie Smith	929 Newman Avenue	Cedar Falls	IA	50613	929 Newman Avenue	8913-18-154-001	\$2,229.41	X
Blake Hibben	1715 Birch Street	Cedar Falls	IA	50613	1715 Birch Street	8913-18-153-004	\$644.61	X
Eric Lins	407 Bonita Boulevard	Cedar Falls	IA	50613	1725 Birch Street	8913-18-153-00S	\$300.11	X
Seth Modderman	1631 Gibson Street	Cedar Falls	IA	50613	1631 Gibson Street	8913-18-152-004	\$668.01	X
Kel Mar LC	619 East 19th Street	Cedar Falls	IA	50613	623 East 18th Street	8914-13-279-001	\$568.46	X
Vera James LLC	1819 Pinehurst Lane	Waterloo	IA	50701	907 Rainbow Drive	8913-18-157-01C	\$215.21	X
Douglas Stone	1027 Rainbow Drive	Cedar Falls	IA	50613	1027 Rainbow Drive	8913-18-158-00E	\$512.36	X
Scott Lyon	15431 Lakeview Drive	Clear Lake	IA	50428	1524 Rainbow Drive	8913-18-177-017	\$367.61	X
Joel Kasten	1609 Rainbow Drive	Cedar Falls	IA	50613	1609 Rainbow Drive	8913-18-179-002	\$238.76	X
Steven Schmitt	56 Glenwood Road	Rutland	MA	01543	1716 Rainbow Drive	8913-18-256-023	\$232.11	X
Andrew Abbott	1820 Rainbow Drive	Cedar Falls	IA	50613	1820 Rainbow Drive	8913-18-256-01E	\$228.10	X
John Galloway	1840 Rainbow Drive	Cedar Falls	IA	50613	1838/1840 Rainbow Drive	8913-18-256-02E	\$234.70	X
Thomas Snyder	611 2nd Street S.E.	Dyersville	IA	52040	1841 Rainbow Drive	8913-18-403-007	\$228.10	X
Brandon Pedersen	1904 Rainbow Drive	Cedar Falls	IA	50613	1904 Rainbow Drive	8913-18-257-01S	\$238.76	X
Chad Schroeder	1928 Rainbow Drive	Cedar Falls	IA	50613	1928 Rainbow Drive	8913-18-257-00E	\$232.11	X
Paul Sorenson	1916 Hawthorne Drive	Cedar Falls	IA	50613	2103 Rainbow Drive	8913-18-429-001	\$228.10	X
Mark Rolinger	2118 Grand Boulevard	Cedar Falls	IA	50613	2118 Grand Boulevard	8913-18-280-01E	\$256.61	X
Ira Fratrik	2233 Grand Boulevard	Cedar Falls	IA	50613	2233 Grand Boulevard	8913-18-426-011	\$220.76	X
Fourth and Main LLC	5436 Nordic Drive #D	Cedar Falls	IA	50613	2309 Grand Boulevard	8913-18-427-001	\$952.76	X
Justin Robb	2330 Rainbow Drive	Cedar Falls	IA	50613	2330 Rainbow Drive	8913-18-427-017	\$649.91	X
Todd Thomas	2410 Rainbow Drive	Cedar Falls	IA	50613	2410 Rainbow Drive	8913-18-427-01S	\$245.36	X
Dennis Adolphs	2436 Rainbow Drive	Cedar Falls	IA	50613	2436 Rainbow Drive	8913-18-427-011	\$222.40	X
Steven Schmitt	56 Glenwood Road	Rutland	MA	01543	2504 Rainbow Drive	8913-17-303-012	\$511.11	X
Sara Laues	2505 Rainbow Drive	Cedar Falls	IA	50613	2505 Rainbow Drive	8913-17-351-01E	\$368.11	X
Landan Zaputil	2510 Rainbow Drive	Cedar Falls	IA	50613	2510 Rainbow Drive	8913-17-303-011	\$367.61	X

Michael Nyman	2523 Rainbow Drive	Cedar Falls	IA	50613	2523 Rainbow Drive	8913-17-351-003	\$228.60	X
Laura Sweeney	2403 Cedar Heights Drive	Cedar Falls	IA	50613	2403 Cedar Heights Drive	8913-17-352-005	\$510.41	
Jeffrey Sitzmann	2912 Rainbow Drive	Cedar Falls	IA	50613	2912 Rainbow Drive	8913-17-328-003	\$228.10	
Dalton Mechanicky	3018 Rainbow Drive	Cedar Falls	IA	50613	3018 Rainbow Drive	8913-17-328-012	\$656.51	X
Linda Lein	3030 Rainbow Drive	Cedar Falls	IA	50613	3030 Rainbow Drive	8913-17-329-006	\$231.41	X
David Bottke	636 Stanwood Drive	Cedar Falls	IA	50613	2607 Cedar Heights Drive	8913-17-352-016	\$758.26	X
Garrett Moses	2619 Cedar Heights Drive	Cedar Falls	IA	50613	2619 Cedar Heights Drive	8913-17-352-018	\$552.31	X
Jacob Martin	2703 Cedar Heights Drive	Cedar Falls	IA	50613	2703 Cedar Heights Drive	8913-17-352-020	\$456.11	X
Margaret Prophet	2113 California Street	Cedar Falls	IA	50613	2113 California Street	8913-18-430-003	\$322.46	X
James Voorhees	2114 California Street	Cedar Falls	IA	50613	2114 California Street	8913-18-431-001	\$493.16	
Cedar Valley Real Estate LLC	PO Box 92	Cedar Falls	IA	50613	2122 California Street	8913-18-431-002	\$378.26	
Cindy Kruckeberg	2117 California Street	Cedar Falls	IA	50613	2117 California Street	8913-18-430-004	\$210.86	X
Jack Jorgensen	2121 California Street	Cedar Falls	IA	50613	2121 California Street	8913-18-430-005	\$941.06	
Catherine Wood	2134 California Street	Cedar Falls	IA	50613	2134 California Street	8913-18-431-004	\$395.51	X
Kurt Raymond	2219 Hawthorne Drive	Cedar Falls	IA	50613	2219 Hawthorne Drive	8913-18-476-003	\$228.10	X
Loren Duchman	2125 Hawthorne Drive	Cedar Falls	IA	50613	2125 Hawthorne Drive	8913-18-476-025	\$196.06	X
Bryan Foster	2109 Rownd Street	Cedar Falls	IA	50613	2109 Rownd Street	8913-18-406-010	\$221.60	X
Donald Brown	2117 Rownd Street	Cedar Falls	IA	50613	2117 Rownd Street	8913-18-406-011	\$384.86	X
Ashleigh Robinson	2421 Rownd Street	Cedar Falls	IA	50613	2421 Rownd Street	8913-18-452-010	\$673.76	
Emily Kerr	2001 Hawthorne Drive	Cedar Falls	IA	50613	2001 Hawthorne Drive	8913-18-452-007	\$239.10	X
Roy Moses	1703 Hawthorne Drive	Cedar Falls	IA	50613	1703 Hawthorne Drive	8913-18-451-001	\$370.91	X
David Cusmano	1503 Hawthorne Drive	Cedar Falls	IA	50613	1503 Hawthorne Drive	8913-18-377-003	\$531.41	X
Shane Pearson	1305 Hawthorne Drive	Cedar Falls	IA	50613	1305 Hawthorne Drive	8913-18-376-002	\$253.11	
Elizabeth Melcher	1301 Hawthorne Drive	Cedar Falls	IA	50613	1301 Hawthorne Drive	8913-18-376-001	\$228.10	
Cole Kass	2015 Waterloo Road	Cedar Falls	IA	50613	2015 Waterloo Road	8913-18-301-010	\$367.61	X
William McNellis	317 Winding Ridge Road	Cedar Falls	IA	50613	2103/2105 Waterloo Road	8913-18-302-005	\$382.26	X
CV Properties II LLC	PO Box 128	Cedar Falls	IA	50613	2130/2132 Waterloo Road	8913-18-304-022	\$367.61	
Ryan Kriener	4407 Donald Drive	Cedar Falls	IA	50613	2328 Melrose Drive	8913-18-379-005	\$248.65	
Parish of St Lukes Church	2410 Melrose Drive	Cedar Falls	IA	50613	2410 Melrose Drive	8913-18-379-006	\$228.10	X
Suspend Your Disbelief Inc.	1926 Valley Park Drive	Cedar Falls	IA	50613	1926 Valley Park Drive	8914-13-428-001	\$652.11	X
Wegmann Real Estate Company	1006 Indigo Street	Grundy Center	IA	50638	2013 Valley Park Drive	8914-13-427-013	\$511.41	X
Laurence Camarata	2117 Valley Park Drive	Cedar Falls	IA	50613	2117 Valley Park Drive	8914-13-427-020	\$242.06	X
Blake Overmohle	2215 Valley Park Drive	Cedar Falls	IA	50613	2215 Valley Park Drive	8914-13-430-013	\$507.11	
James Bunkofski	1706 Cottage Lane	Cedar Falls	IA	50613	2403/2405 Valley Park Drive	8914-13-478-003	\$942.56	X
Benjamin Messerli	2415 Valley Park Drive	Cedar Falls	IA	50613	2415 Valley Park Drive	8914-13-478-004	\$231.40	X
Wesley Sindt	1015 Calumett Drive	Cedar Falls	IA	50613	2422 Valley Park Drive	8914-13-479-005	\$504.31	X
Josh Juel	2427 Valley Park Drive	Cedar Falls	IA	50613	2427 Valley Park Drive	8914-13-478-006	\$375.46	X
Michael Morgan	2504 Valley Park Drive	Cedar Falls	IA	50613	2504 Valley Park Drive	8914-13-479-007	\$228.10	
Wegmann Real Estate Company	1006 Indigo Street	Grundy Center	IA	50638	2510 Valley Park Drive	8914-13-479-008	\$228.10	X
Nathan Springer	2405 Royal Drive	Cedar Falls	IA	50613	2405 Royal Drive	8913-18-353-002	\$385.36	X
Edward Fischels	916 East Seerley Boulevard	Cedar Falls	IA	50613	916 East Seerley Boulevard	8913-18-352-006	\$224.81	
Carol Patten	917 East Seerley Boulevard	Cedar Falls	IA	50613	917 East Seerley Boulevard	8913-18-354-003	\$368.11	X
Stephanie Rowe	933 Grand Boulevard	Cedar Falls	IA	50613	933 Grand Boulevard	8913-18-152-002	\$1,304.26	
David Nicol	3019 Lovejoy Drive	Cedar Falls	IA	50613	3019 Lovejoy Drive	8913-20-376-047	\$159.30	X
							\$34,058.48	

Unpaid Assessments: \$11,612.64



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 Brown and City Council Members
FROM: Jennifer Rodenbeck, Director of Finance & Business Operations
DATE: February 6, 2019
SUBJECT: FY2020 Budget

Attached are the state budget forms for the FY20 budget. This sets the \$10.95 rate that was approved at the Committee of the Whole budget worksession on February 4th and the maximum budget amount of \$81,783,380 that the hearing was set for. The budget, as proposed will cause a .13% decrease on residential properties, a 2.41% decrease on commercial/industrial properties, and a 7.05% decrease on multi-residential properties.

Council was provided with the full budget document prior to the budget worksession. Once the budget is formally approved, new books will be printed and published on our website.

If you have any questions about the budget or the budget process, please feel free to contact me.

07-046**Adoption of Budget and Certification of City Taxes****FISCAL YEAR BEGINNING JULY 1, 2019 - ENDING JUNE 30, 2020****Resolution No.:** _____**The City of:** Cedar Falls**County Name:** BLACK HAWK**Date Budget Adopted:** 2/18/2019

(Date) Auditor

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

319-273-8600

Telephone Number

Signature

County Auditor Date Stamp

January 1, 2018 Property Valuations

Last Official Census

Regular

2a

With Gas & Electric

1,955,185,106

2b

Without Gas & Electric

1,950,451,511

39,260

DEBT SERVICE

3a

2,059,750,608

3b

2,055,017,013

Ag Land

4a

5,961,927**TAXES LEVIED**

Code Sec.	Dollar Limit	Purpose	(A) Request with Utility Replacement	(B) Property Taxes Levied	(C) Rate
384.1	8.10000	Regular General Levy	5 15,836,999	15,798,657	43 8.10000
(384)		Non-Voted Other Permissible Levies			
12(8)	0.67500	Contract for use of Bridge	6	0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7 418,390	417,377	45 0.21399
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9	0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10	0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11	0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13	0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14 256,690	256,075	52 0.13129
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462 398,090	397,131	465 0.20361
(384)		Voted Other Permissible Levies			
12(1)	0.13500	Instrumental/Vocal Music Groups	15 35,000	34,913	53 0.01790
12(2)	0.81000	Memorial Building	16	0	54 0
12(3)	0.13500	Symphony Orchestra	17	0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18	0	56 0
12(5)	As Voted	County Bridge	19	0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20	0	58 0
12(9)	0.03375	Aid to a Transit Company	21	0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22	0	60 0
12(18)	1.00000	City Emergency Medical District	463	0	466 0
12(20)	0.27000	Support Public Library	23 527,890	526,602	61 0.26999
28E.22	1.50000	Unified Law Enforcement	24	0	62 0
Total General Fund Regular Levies (5 thru 24)			25 17,473,059	17,430,755	
384.1	3.00375	Ag Land	26 17,908	17,908	63 3.00375
Total General Fund Tax Levies (25 + 26)			27 17,490,967	17,448,663	Do Not Add
Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28	0	64 0
384.6	Amt Nec	Police & Fire Retirement	29 1,497,800	1,494,182	0.76607
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30 1,351,380	1,348,113	0.69118
Rules	Amt Nec	Other Employee Benefits	31 248,300	247,707	0.12700
Total Employee Benefit Levies (29,30,31)			32 3,097,480	3,090,002	65 1.58425
Sub Total Special Revenue Levies (28+32)			33 3,097,480	3,090,002	
Valuation					
386	As Req	With Gas & Elec	Without Gas & Elec		
SSMID 1	(A)	45,013,499 (B)	45,013,499	34 175,102	66 3.88999
SSMID 2	(A)	9,599,373 (B)	9,599,373	35 26,398	67 2.74997
SSMID 3	(A)	(B)		36 0	68 0
SSMID 4	(A)	(B)		37 0	69 0
SSMID 5	(A)	(B)		555 0	565 0
SSMID 6	(A)	(B)		556 0	566 0
SSMID 7	(A)	(B)		1177 0	### 0
SSMID 8	(A)	(B)		1185 0	### 0
Total Special Revenue Levies			39 3,298,980	3,291,502	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40 888,720	886,678	70 0.43147
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41	0	71 0
Total Property Taxes (27+39+40+41)			42 21,678,667	21,626,843	72 10.95250

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) Number of the resolution adopting the budget has been included at the top of this form.
- 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
- 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

(County Auditor)

CITY OF

Cedar Falls

Department of Management

ADOPTED BUDGET SUMMARY YEAR ENDED JUNE 30, 2020

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2020 (J)	RE-ESTIMATED 2019 (K)	ACTUAL 2018 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	17,448,663	3,291,502		886,678		0		21,626,843	20,637,096	19,767,359
Less: Uncollected Property Taxes-Levy Year	2	0	0		0		0		0	0	0
Net Current Property Taxes	3	17,448,663	3,291,502		886,678		0		21,626,843	20,637,096	19,767,359
Delinquent Property Taxes	4	0	0		0		0		0	0	0
TIF Revenues	5			2,939,590					2,939,590	3,716,430	4,536,373
Other City Taxes	6	510,804	5,544,978		2,042		0		6,057,824	5,907,902	5,717,388
Licenses & Permits	7	984,000	0						984,000	1,010,592	1,304,319
Use of Money and Property	8	187,540	559,500	0	0	50,000	0	152,000	949,040	1,725,319	1,567,645
Intergovernmental	9	2,681,300	6,479,716	0	0	3,162,990	0	0	12,324,006	15,283,984	15,413,455
Charges for Fees & Service	10	2,087,550	1,771,000		0	0	0	10,192,000	14,050,550	13,055,878	12,810,524
Special Assessments	11	0	0		0	0	0	0	0	0	33,272
Miscellaneous	12	186,003	24,944		0	217,910	0	240,000	668,857	12,972,218	3,630,352
Sub-Total Revenues	13	24,085,860	17,671,640	2,939,590	888,720	3,430,900	0	10,584,000	59,600,710	74,309,419	64,780,687
Other Financing Sources:											
Total Transfers In	14	2,282,400	944,580	0	2,833,200	4,341,820	0	203,160	10,605,160	12,361,035	11,617,549
Proceeds of Debt	15	0	0	0	0	1,292,000	0	1,600,000	2,892,000	3,113,542	65,850
Proceeds of Capital Asset Sales	16	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Sources	17	26,368,260	18,616,220	2,939,590	3,721,920	9,064,720	0	12,387,160	73,097,870	89,783,996	76,464,086
Expenditures & Other Financing Uses											
Public Safety	18	10,526,870	1,615,480	0			0		12,142,350	11,850,330	10,837,537
Public Works	19	1,451,240	12,522,380	0			0		13,973,620	13,272,121	12,845,677
Health and Social Services	20	13,000	200,440	0			0		213,440	24,220	124,208
Culture and Recreation	21	7,020,250	1,805,040	0			0		8,825,290	8,118,353	7,332,405
Community and Economic Development	22	901,070	1,795,060	0			0		2,696,130	2,595,760	2,427,269
General Government	23	4,847,050	832,880	0			0		5,679,930	5,075,103	3,910,067
Debt Service	24	0	0	0	1,177,640		0		1,177,640	1,951,995	1,542,453
Capital Projects	25	0	0	0		14,972,190	0		14,972,190	18,167,914	21,524,805
Total Government Activities Expenditures	26	24,759,480	18,771,280	0	1,177,640	14,972,190	0		59,680,590	61,055,796	60,544,421
Business Type Proprietary: Enterprise & ISF	27							11,497,630	11,497,630	9,633,238	11,681,275
Total Gov & Bus Type Expenditures	28	24,759,480	18,771,280	0	1,177,640	14,972,190	0	11,497,630	71,178,220	70,689,034	72,225,696
Total Transfers Out	29	1,608,780	1,637,340	2,939,590	2,544,280	400,000	0	1,475,170	10,605,160	12,361,035	11,617,549
Total ALL Expenditures/Fund Transfers Out	30	26,368,260	20,408,620	2,939,590	3,721,920	15,372,190	0	12,972,800	81,783,380	83,050,069	83,843,245
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31	0	-1,792,400	0	0	-6,307,470	0	-585,640	-8,685,510	6,733,927	-7,379,159
	32										
Beginning Fund Balance July 1	33	10,487,060	39,490,101	0	510,280	32,325,108	0	14,638,015	97,450,564	90,716,637	98,095,796
Ending Fund Balance June 30	34	10,487,060	37,697,701	0	510,280	26,017,638	0	14,052,375	88,765,054	97,450,564	90,716,637

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2020										Fiscal Years		
GOVERNMENT ACTIVITIES				TIF	DEBT	CAPITAL	PERMANENT	PROPRIETARY	BUDGET	RE-ESTIMATED	ACTUAL	
(A)	(B)	GENERAL	SPECIAL	SPECIAL	SERVICE	PROJECTS	(H)	(I)	(J)	(K)	(L)	
		(C)	REVENUES	REVENUES	(F)	(G)						
PUBLIC SAFETY												
	1	5,948,890		993,070					6,941,960	6,816,216	6,061,217	
	2								0	0	0	
	3	398,090							398,090	57,750	45,072	
	4									0	0	
	5	3,065,930	622,410						3,688,340	3,983,468	3,760,907	
	6								0	0	0	
	7	975,960							975,960	870,896	790,958	
	8								0	0	0	
	9	100,000							100,000	84,000	119,520	
	10	38,000							38,000	38,000	59,863	
	11	10,526,870	1,615,480				0		12,142,350	11,850,330	10,837,537	
PUBLIC WORKS												
	12		12,113,530						12,113,530	11,712,509	11,513,327	
	13		408,850						408,850	236,779	136,190	
	14								0	0	0	
	15								0	0	0	
	16								0	0	0	
	17	1,451,240							1,451,240	1,322,833	1,196,160	
	18								0	0	0	
	19								0	0	0	
	20								0	0	0	
	21								0	0	0	
	22	1,451,240	12,522,380				0		13,973,620	13,272,121	12,845,677	
HEALTH & SOCIAL SERVICES												
	23								0	0	0	
	24		200,440						200,440	11,220	111,208	
	25								0	0	0	
	26	13,000							13,000	13,000	13,000	
	27								0	0	0	
	28								0	0	0	
	29								0	0	0	
	30	13,000	200,440				0		213,440	24,220	124,208	
CULTURE & RECREATION												
	31	2,038,540							2,038,540	1,919,333	1,760,222	
	32	547,000							547,000	579,068	478,141	
	33	1,732,800							1,732,800	1,936,560	1,815,178	
	34	1,953,580							1,953,580	1,976,837	2,168,237	
	35	335,210							335,210	293,013	286,943	
	36		83,640							32,612	28,153	
	37	413,120	1,721,400						2,134,520	1,380,930	795,531	
	38	7,020,250	1,805,040				0		8,825,290	8,118,353	7,332,405	

EXPENDITURES SCHEDULE PAGE 2
Fiscal Year Ending 2020

Fiscal Years

GOVERNMENT ACTIVITIES CONT.		Fiscal Years									
(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2020 (J)	RE-ESTIMATED 2019 (K)	ACTUAL 2018 (L)
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39		201,500						201,500	199,040	198,532
Economic Development	40								0	0	0
Housing and Urban Renewal	41		1,593,560						1,593,560	1,448,017	1,392,810
Planning & Zoning	42	699,640							699,640	757,093	651,219
Other Com & Econ Development	43	201,430							201,430	191,610	184,708
	44										
TOTAL (lines 39 - 44)	45	901,070	1,795,060	0					2,696,130	2,595,760	2,427,269
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	762,370							762,370	459,309	425,751
Clerk, Treasurer, & Finance Adm.	47	1,305,650							1,305,650	1,319,895	1,076,104
Elections	48	35,000							35,000	0	35,844
Legal Services & City Attorney	49	473,990							473,990	441,426	425,757
City Hall & General Buildings	50	775,150							775,150	747,411	681,083
Tort Liability	51	256,690							256,690	224,250	168,140
Other General Government	52	1,238,200	832,880						2,071,080	1,892,812	1,097,388
TOTAL (lines 46 - 52)	53	4,847,050	832,880	0					5,679,930	5,075,103	3,910,067
DEBT SERVICE											
Gov Capital Projects	54				1,177,640				1,177,640	1,951,995	1,542,453
TIF Capital Projects	55					3,602,160			3,602,160	13,826,193	21,524,805
TOTAL CAPITAL PROJECTS	56					11,370,030			11,370,030	4,341,721	0
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	24,759,480	18,771,280	0	1,177,640	14,972,190	0		59,680,590	61,055,796	60,544,421
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59								0	0	0
Sewer Utility	60							4,199,980	4,199,980	3,055,660	2,390,373
Electric Utility	61							0	0	0	0
Gas Utility	62							0	0	0	0
Airport	63							3,131,240	3,131,240	2,896,513	119,520
Landfill/Garbage	64							0	0	0	0
Transit	65							0	0	0	0
Cable TV, Internet & Telephone	66							0	0	0	0
Housing Authority	67							0	0	0	0
Storm Water Utility	68							1,006,160	1,006,160	1,178,756	472,134
Other Business Type (city hosp., ISF, parking, etc.)	69							0	0	-119,520	-119,520
Enterprise DEBT SERVICE	70							1,560,250	1,560,250	1,638,110	1,673,340
Enterprise CAPITAL PROJECTS	71							1,600,000	1,600,000	864,199	4,702,231
Enterprise TIF CAPITAL PROJECTS	72							0	0	0	0
TOTAL Business Type Expenditures (lines 59 - 73)	73							11,497,630	11,497,630	9,633,238	11,681,275
TOTAL ALL EXPENDITURES (lines 58+74)	74	24,759,480	18,771,280	0	1,177,640	14,972,190	0	11,497,630	71,178,220	70,689,034	72,225,696
Regular Transfers Out	75	1,608,780	1,637,340			400,000		1,475,170	5,121,290	5,474,865	7,039,010
Internal TIF Loan / Repayment	76			2,939,590	2,544,280				5,483,870	6,886,170	4,578,539
Total ALL Transfers Out	77	1,608,780	1,637,340	2,939,590	2,544,280	400,000	0	1,475,170	10,605,160	12,361,035	11,617,549
Total Expenditures & Fund Transfers Out (lines 75+76)	78	26,368,260	20,408,620	2,939,590	3,721,920	15,372,190	0	12,972,800	81,783,380	83,050,069	83,843,245
Ending Fund Balance June 30	79	10,487,060	37,697,701	0	510,280	26,017,638	0	14,052,375	88,765,054	97,450,564	90,716,637

* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.

CITY OF

Cedar Falls

Department of Management
The last two columns will fill in once
the Re-Est forms are completed

REVENUES DETAIL

Fiscal Year Ending 2020

Fiscal Years

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	17,448,663	3,291,502		886,678	0			21,626,843	20,637,096	19,767,359
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	17,448,663	3,291,502		886,678	0			21,626,843	20,637,096	19,767,359
Delinquent Property Taxes	4										
TIF Revenues	5			2,939,590					2,939,590	3,716,430	4,536,373
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	42,304	7,478		2,042	0			51,824	45,412	51,143
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0	0
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10	31,000							31,000	30,951	27,502
Hotel/Motel Taxes	11	437,500	437,500						875,000	875,000	868,720
Other Local Option Taxes	12		5,100,000						5,100,000	4,856,539	4,770,023
Subtotal - Other City Taxes (lines 6 thru 12)	13	510,804	5,544,978		2,042	0			6,057,824	5,907,902	5,717,388
Licenses & Permits	14	984,000							984,000	1,010,592	1,304,319
Use of Money & Property	15	187,540	559,500					152,000	949,040	1,725,319	1,567,645
Intergovernmental:											
Federal Grants & Reimbursements	16		1,593,560			1,602,990			3,196,550	4,722,788	1,495,159
Road Use Taxes	17		4,770,090						4,770,090	4,770,400	5,009,572
Other State Grants & Reimbursements	18	698,149	116,066	0	0	0		0	814,215	791,034	4,858,433
Local Grants & Reimbursements	19	1,983,151				1,560,000			3,543,151	5,019,762	4,050,291
Subtotal - Intergovernmental (lines 16 thru 19)	20	2,681,300	6,479,716	0	0	3,162,990		0	12,324,006	15,283,984	15,413,455
Charges for Fees & Service:											
Water Utility	21								0	0	0
Sewer Utility	22							6,500,000	6,500,000	6,373,097	6,031,039
Electric Utility	23								0	0	0
Gas Utility	24								0	0	0
Parking	25		187,000						187,000	167,654	166,945
Airport	26								0	0	0
Landfill/Garbage	27							2,762,000	2,762,000	2,820,998	2,752,829
Hospital	28								0	0	0
Transit	29		555,000						555,000	566,006	561,702
Cable TV, Internet & Telephone	30								0	0	0
Housing Authority	31								0	0	0
Storm Water Utility	32							930,000	930,000	937,836	882,954
Other Fees & Charges for Service	33	2,087,550	1,029,000						3,116,550	2,190,287	2,415,055
Subtotal - Charges for Service (lines 21 thru 33)	34	2,087,550	1,771,000	0	0	0	0	10,192,000	14,050,550	13,055,878	12,810,524
Special Assessments	35								0	0	33,272
Miscellaneous	36	186,003	24,944			217,910		240,000	668,857	12,972,218	3,630,352
Other Financing Sources:											
Regular Operating Transfers In	37								5,121,290	5,474,865	7,039,010
Internal TIF Loan Transfers In	38	2,282,400	944,580		97,890	1,593,260		203,160	5,483,870	6,886,170	4,578,539
Subtotal ALL Operating Transfers In	39	2,282,400	944,580	0	2,833,200	4,341,820	0	203,160	10,605,160	12,361,035	11,617,549
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					1,292,000		1,600,000	2,892,000	3,113,542	65,850
Proceeds of Capital Asset Sales	41								0	0	0
Subtotal-Other Financing Sources (lines 38 thru 40)	42	2,282,400	944,580	0	2,833,200	5,633,820	0	1,803,160	13,497,160	15,474,577	11,683,399
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	26,368,260	18,616,220	2,939,590	3,721,920	9,064,720	0	12,387,160	73,097,870	89,783,996	76,484,086
Beginning Fund Balance July 1	44	10,487,060	39,490,101	0	510,280	32,325,108	0	14,638,015	97,450,564	90,716,637	98,095,796
TOTAL REVENUES & BEGIN BALANCE (lines 42-43)	45	36,855,320	58,106,321	2,939,590	4,232,200	41,389,828	0	27,025,175	170,548,434	180,500,633	174,559,882

Fund Balance Worksheet for City of Cedar Falls

(1) Annual Report FY 2018		General (A)	Special Rev (B)	TIF Special Rev (C)	Debt Serv (D)	Capt Proj (E)	Permanent (G)	Total Government (H)	Proprietary (I)	Grand Total (J)
Beginning Fund Balance July 1 (pg 5, line 134) *		10,058,838	39,479,017	0	491,508	35,219,707	0	85,249,070	12,846,726	98,095,796
Actual Revenues Except Beg Bal (pg 5, line 132) *		26,595,996	17,344,135	4,578,539	1,584,905	14,997,502	0	65,101,077	11,363,009	76,464,086
Actual Expenditures Except End Bal (pg 12, line 259) *		26,167,774	17,018,683	4,578,539	1,542,453	21,524,805	0	70,832,254	13,010,991	83,843,245
Ending Fund Balance June 30 (pg 12, line 270) *		10,487,060	39,804,469	0	533,960	28,692,404	0	79,517,893	11,198,744	90,716,637
(2) Re-Estimated FY 2019		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance		10,487,060	39,804,469	0	533,960	28,692,404	0	79,517,893	11,198,744	90,716,637
Re-Est Revenues		26,062,833	18,678,686	3,716,430	5,098,055	21,800,618	0	75,356,622	14,427,374	89,783,996
Re-Est Expenditures		26,062,833	18,993,054	3,716,430	5,121,735	18,167,914	0	72,061,966	10,988,103	83,050,069
Ending Fund Balance		10,487,060	39,490,101	0	510,280	32,325,108	0	82,812,549	14,638,015	97,450,564
(3) Budget FY 2020		General	Spec Rev	TIF Special Rev	Debt Serv	Capt Proj	Permanent	Tot Govt	Proprietary	Grand Total
Beginning Fund Balance		10,487,060	39,490,101	0	510,280	32,325,108	0	82,812,549	14,638,015	97,450,564
Revenues		26,368,260	18,616,220	2,939,590	3,721,920	9,064,720	0	60,710,710	12,387,160	73,097,870
Expenditures		26,368,260	20,408,620	2,939,590	3,721,920	15,372,190	0	68,810,580	12,972,800	81,783,380
Ending Fund Balance		10,487,060	37,697,701	0	510,280	26,017,638	0	74,712,679	14,052,375	88,765,054

* The figures in section (1) are taken from FORM F-66(A-2) STATE OF IOWA FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30,

** The remaining two sections are filled in by the software once ALL worksheets are completed.

2018

CITY OF Cedar Falls

Department of Management

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

RE-ESTIMATED Fiscal Year Ending 2019 Fiscal Years

GOVERNMENT ACTIVITIES		GENERAL (C)	SPECIAL REVENUE (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2019 (J)	ACTUAL 2018 (K)
PUBLIC SAFETY										
Police Department/Crime Prevention	1	5,797,802	1,018,414						6,816,216	6,061,217
Jail	2								0	0
Emergency Management	3	57,750							57,750	45,072
Flood Control	4								0	0
Fire Department	5	3,518,334	465,134						3,983,468	3,760,907
Ambulance	6								0	0
Building Inspections	7	870,896							870,896	790,958
Miscellaneous Protective Services	8								0	0
Animal Control	9	84,000							84,000	119,520
Other Public Safety	10	38,000							38,000	59,863
TOTAL (lines 1 - 10)	11	10,366,782	1,483,548				0		11,850,330	10,837,537
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12		11,712,509						11,712,509	11,513,327
Parking - Meter and Off-Street	13		236,779						236,779	136,190
Street Lighting	14								0	0
Traffic Control and Safety	15								0	0
Snow Removal	16								0	0
Highway Engineering	17	1,322,833							1,322,833	1,196,160
Street Cleaning	18								0	0
Airport (if not Enterprise)	19								0	0
Garbage (if not Enterprise)	20								0	0
Other Public Works	21								0	0
TOTAL (lines 12 - 21)	22	1,322,833	11,949,288				0		13,272,121	12,845,677
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24		11,220						11,220	111,208
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26	13,000							13,000	13,000
Water, Air, and Mosquito Control	27								0	0
Community Mental Health	28								0	0
Other Health and Social Services	29								0	0
TOTAL (lines 23 - 29)	30	13,000	11,220				0		24,220	124,208
CULTURE & RECREATION										
Library Services	31	1,919,333							1,919,333	1,760,222
Museum, Band and Theater	32	579,068							579,068	478,141
Parks	33	1,936,560							1,936,560	1,815,178
Recreation	34	1,976,837							1,976,837	2,168,237
Cemetery	35	293,013							293,013	286,943
Community Center, Zoo, & Marina	36		32,612						32,612	28,153
Other Culture and Recreation	37	425,467	955,463						1,380,930	796,531
TOTAL (lines 31 - 37)	38	7,130,278	988,075				0		8,118,353	7,332,405

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2019

Fiscal Years

		GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2019 (J)	ACTUAL 2018 (K)
GOVERNMENT ACTIVITIES CONT.										
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39		199,040						199,040	198,532
Economic Development	40								0	0
Housing and Urban Renewal	41		1,448,017						1,448,017	1,392,810
Planning & Zoning	42	757,093							757,093	651,219
Other Com & Econ Development	43	191,610							191,610	184,703
TOTAL (lines 39 - 44)	45	948,703	1,647,057	0					2,595,760	2,427,269
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	459,309							459,309	425,751
Clerk, Treasurer, & Finance Adm.	47	1,319,895							1,319,895	1,076,104
Elections	48								0	35,844
Legal Services & City Attorney	49	441,426							441,426	425,757
City Hall & General Buildings	50	747,411							747,411	681,063
Tort Liability	51	224,250							224,250	168,140
Other General Government	52	1,333,666	549,146						1,882,812	1,097,368
TOTAL (lines 46 - 52)	53	4,525,957	549,146	0					5,075,103	3,910,067
DEBT SERVICE					1,951,995				1,951,995	1,542,453
Gov Capital Projects	54					13,826,193			13,826,193	21,524,805
TIF Capital Projects	55					4,341,721			4,341,721	0
TOTAL CAPITAL PROJECTS	56	0	0	0	0	18,167,914	0	0	18,167,914	21,524,805
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	24,307,553	16,628,334	0	1,951,995	18,167,914	0		61,055,796	60,544,421
BUSINESS TYPE ACTIVITIES										
Proprietary: Enterprise & Budgeted ISF										
Water Utility	59								0	0
Sewer Utility	60							3,055,660	3,055,660	2,390,373
Electric Utility	61							0	0	0
Gas Utility	62							0	0	0
Airport	63							2,896,513	2,896,513	119,520
Landfill/Garbage	64							0	0	2,443,197
Transit	65							0	0	0
Cable TV, Internet & Telephone	66							0	0	0
Housing Authority	67							1,178,756	1,178,756	472,134
Storm Water Utility	68							0	0	-119,520
Other Business Type (city hosp., ISF, parking, etc.)	69							1,638,110	1,638,110	1,673,340
Enterprise DEBT SERVICE	70							864,199	864,199	4,702,231
Enterprise CAPITAL PROJECTS	71							0	0	0
Enterprise TIF CAPITAL PROJECTS	72							9,633,238	9,633,238	11,681,275
TOTAL BUSINESS TYPE EXPENDITURES (lines 56 - 68)	73							9,633,238	9,633,238	72,225,696
TOTAL ALL EXPENDITURES (lines 58+74)	74	24,307,553	16,628,334	0	1,951,995	18,167,914	0		70,689,034	72,225,696
Regular Transfers Out	75	1,755,280	2,364,720					1,354,865	5,474,865	7,039,010
Internal TIF Loan Transfers Out	76			3,716,430	3,169,740			6,886,170	6,886,170	4,578,539
Total ALL Transfers Out	77	1,755,280	2,364,720	3,716,430	3,169,740	0		1,354,865	12,361,035	11,617,549
Total Expenditures and Other Fin Uses (lines 73+74)	78	26,062,833	18,993,054	3,716,430	5,121,735	18,167,914	0	10,988,103	83,050,069	83,843,245
Ending Balance June 30	79	10,487,060	39,490,101	0	510,280	32,325,108	0	14,638,015	97,450,564	90,716,637

THE CONTINUING APPROPRIATION IS VOLUNTARY. SUCH EXPENDITURES DO NOT REQUIRE AN AMENDMENT. HOWEVER THE ORIGINAL AMOUNT OF THE CAPITAL PROJECT MUST HAVE APPEARED ON A PREVIOUS YEAR'S BUDGET TO OBTAIN THE SPENDING AUTHORITY. THE CONTINUING APPROPRIATION CAN NOT BE FOR A YEAR PRIOR TO THE ACTUAL YEAR. CONTINUING APPROPRIATIONS END WITH THE ACTUAL YEAR. SEE INSTRUCTIONS.

CITY OF

Cedar Falls

Department of Management

RE-ESTIMATED REVENUES DETAIL

RE-ESTIMATED Fiscal Year Ending 2019

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	RE-ESTIMATED 2019 (J)	ACTUAL 2018 (K)
REVENUES & OTHER FINANCING SOURCES										
Taxes Levied on Property	1	16,237,553	3,882,288		517,255				20,637,096	19,767,359
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	16,237,553	3,882,288		517,255	0			20,637,096	19,767,359
Delinquent Property Taxes	4								0	0
TIF Revenues	5			3,716,430					3,716,430	4,536,372
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	45,412							45,412	51,143
Utility franchise tax (Iowa Code Chapter 364.2)	7								0	0
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10	30,951							30,951	27,502
Hotel/Motel Taxes	11	437,500	437,500						875,000	868,720
Other Local Option Taxes	12		4,956,539						4,956,539	4,770,023
Subtotal - Other City Taxes (lines 6 thru 12)	13	513,863	5,394,039		0				5,907,902	5,717,388
Licenses & Permits	14	1,010,592							1,010,592	1,304,319
Use of Money & Property	15	217,147	695,562			475,370		337,240	1,725,319	1,567,645
Intergovernmental:										
Federal Grants & Reimbursements	16		1,287,089			3,435,699			4,722,788	1,495,159
Road Use Taxes	17		4,750,400						4,750,400	5,009,572
Other State Grants & Reimbursements	18	791,034							791,034	4,858,433
Local Grants & Reimbursements	19	2,514,762			945,000	1,560,000			5,019,762	4,050,291
Subtotal - Intergovernmental (lines 16 thru 19)	20	3,305,796	6,037,489	0	945,000	4,995,699		0	15,283,984	15,413,455
Charges for Fees & Service:										
Water Utility	21								0	0
Sewer Utility	22							6,373,097	6,373,097	6,031,039
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25		167,654						167,654	166,945
Airport	26								0	0
Landfill/Garbage	27							2,820,998	2,820,998	2,752,829
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30		566,006						566,006	561,702
Housing Authority	31							937,836	937,836	982,954
Storm Water Utility	32								2,190,287	2,415,055
Other Fees & Charges for Service	33	2,021,012	169,275		0	0	0	10,131,931	13,055,878	12,810,524
Subtotal - Charges for Service (lines 21 thru 33)	34	2,021,012	902,935		0				0	33,272
Special Assessments	35								0	0
Miscellaneous	36	158,410	948,228		15,156	8,090,641		3,759,783	12,972,218	3,630,352
Other Financing Sources:										
Regular Operating Transfers In	37				293,670	1,566,170		198,420	5,474,865	7,039,010
Internal TIF Loan Transfers In	38	2,598,460	818,145		3,326,974	3,559,196			6,886,170	4,578,539
Subtotal ALL Operating Transfers In	39	2,598,460	818,145	0	3,620,644	5,125,366	0	198,420	12,361,035	11,617,549
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					3,113,542			3,113,542	65,650
Proceeds of Capital Asset Sales	41								0	0
Subtotal-Other Financing Sources (lines 36 thru 38)	42	2,598,460	818,145	0	3,620,644	8,238,908	0	198,420	15,474,577	11,683,399
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	26,062,833	18,678,686	3,716,430	5,098,055	21,800,618	0	14,427,374	89,783,996	76,464,086
Beginning Fund Balance July 1	44	10,487,060	39,804,469	0	533,960	28,692,404	0	11,198,744	90,716,637	98,095,796
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	36,549,893	58,483,155	3,716,430	5,632,015	50,493,022	0	25,626,118	180,500,633	174,559,882

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS
PAGE 1

City Name: Cedar FallsFiscal Year
2020

Debt Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Date Certified to County Auditor (D)	Debt Resolution Number (E)	Principal Due FY 2020 (F)	Interest Due FY 2020 +(G)	Bond Reg./ Paying Agent Fees Due FY 2020 +(H)	Total Obligation Due FY 2020 =(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes =-(J)	Amount Paid Current Year Debt Service Levy =(K)
(1) 2009 GO Capital Loan Notes	1,880,000	GO	12/09	16752	220,000	7,370		227,370		227,370
(2) 2009 TIF Capital Loan Notes	1,560,000	GO	12/09	16752	160,000	31,030		191,030	191,030	0
(3) 2016 GO Bonds	2,865,000	GO	07/16	20019	260,000	38,500		298,500		298,500
(4) 2016 Sewer GO Bonds	6,790,000	GO	07/16	20019	570,000	111,100		681,100	681,100	0
(5) 2018 GO Bonds	2,860,000	GO	06/18	21081	240,000	122,850		362,850		362,850
(6) 2018 Sewer GO Bonds	2,160,000	GO	06/18	21081	185,000	92,900		277,900	277,900	0
(7) 2018 Stormwater GO Bonds	920,000	GO	06/18	21081	80,000	39,500		119,500	119,500	0
(8) 2020 GO Bonds		GO			0	97,890		97,890	97,890	0
(9) 2014 SRF Loan	6,998,104	NON - GO	08/11	17391	308,000	173,750		481,750	481,750	0
(10)		NO SELECTION						0		0
(11)		NO SELECTION						0		0
(12)		NO SELECTION						0		0
(13)		NO SELECTION						0		0
(14)		NO SELECTION						0		0
(15)		NO SELECTION						0		0
(16)		NO SELECTION						0		0
(17)		NO SELECTION						0		0
(18)		NO SELECTION						0		0
(19)		NO SELECTION						0		0
(20)		NO SELECTION						0		0
(21)		NO SELECTION						0		0
(22)		NO SELECTION						0		0
(23)		NO SELECTION						0		0
(24)		NO SELECTION						0		0
(25)		NO SELECTION						0		0
(26)		NO SELECTION						0		0
(27)		NO SELECTION						0		0
(28)		NO SELECTION						0		0
(29)		NO SELECTION						0		0
(30)		NO SELECTION						0		0
TOTALS					2,023,000	714,890	0	2,737,890	1,849,170	888,720

CITY OF

Cedar Falls

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 5 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer.

Input the amount of General Fund Levy request to be used

	Request with Utility Replacement (A)	Property Taxes Levied (B)
1	Portion of General Fund Levy Used for Emerg. Mgmt. Comm.	0
2	Support of a Local Emerg.Mgmt.Comm.	397,131
3	TOTAL FOR FISCAL YEAR 2018	397,131

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2019 - ENDING JUNE 30, 2020

City of **Cedar Falls**, Iowa

The City Council will conduct a public hearing on the proposed Budget at Cedar Falls City Hall, 220 Clay St
on 2/18/2019 at 7:00 pm
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.

Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 10.95250

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

319-273-8600
phone number

Jennifer Rodenbeck, Director of Fin & Bus Op
City Clerk/Finance Officer's NAME

		Budget FY 2020	Re-estimated FY 2019	Actual FY 2018
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	21,626,843	20,637,096	19,767,359
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	21,626,843	20,637,096	19,767,359
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	2,939,590	3,716,430	4,536,373
Other City Taxes	6	6,057,824	5,907,902	5,717,388
Licenses & Permits	7	984,000	1,010,592	1,304,319
Use of Money and Property	8	949,040	1,725,319	1,567,645
Intergovernmental	9	12,324,006	15,283,984	15,413,455
Charges for Fees & Service	10	14,050,550	13,055,878	12,810,524
Special Assessments	11	0	0	33,272
Miscellaneous	12	668,857	12,972,218	3,630,352
Other Financing Sources	13	2,892,000	3,113,542	65,850
Transfers In	14	10,605,160	12,361,035	11,617,549
Total Revenues and Other Sources	15	73,097,870	89,783,996	76,464,086
Expenditures & Other Financing Uses				
Public Safety	16	12,142,350	11,850,330	10,837,537
Public Works	17	13,973,620	13,272,121	12,845,677
Health and Social Services	18	213,440	24,220	124,208
Culture and Recreation	19	8,825,290	8,118,353	7,332,405
Community and Economic Development	20	2,696,130	2,595,760	2,427,269
General Government	21	5,679,930	5,075,103	3,910,067
Debt Service	22	1,177,640	1,951,995	1,542,453
Capital Projects	23	14,972,190	18,167,914	21,524,805
Total Government Activities Expenditures	24	59,680,590	61,055,796	60,544,421
Business Type / Enterprises	25	11,497,630	9,633,238	11,681,275
Total ALL Expenditures	26	71,178,220	70,689,034	72,225,696
Transfers Out	27	10,605,160	12,361,035	11,617,549
Total ALL Expenditures/Transfers Out	28	81,783,380	83,050,069	83,843,245
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-8,685,510	6,733,927	-7,379,159
Beginning Fund Balance July 1	30	97,450,564	90,716,637	98,095,796
Ending Fund Balance June 30	31	88,765,054	97,450,564	90,716,637



City of Cedar Falls, Iowa

FY2020 – 2022 Preliminary Financial Plan

July 1, 2019 – June 30, 2022

Prepared by Finance and Business Operations

FY2020 – 2022 FINANCIAL PLAN City of Cedar Falls

MAYOR
Jim Brown

CITY COUNCIL

Susan deBuhr

Dave Wieland

Mark Miller

Daryl Kruse

Rob Green

Frank Darrah

Tom Blanford

Iowa

STAFF

City Administrator,
Ron Gaines

Community Development
Director, Stephanie Sheetz

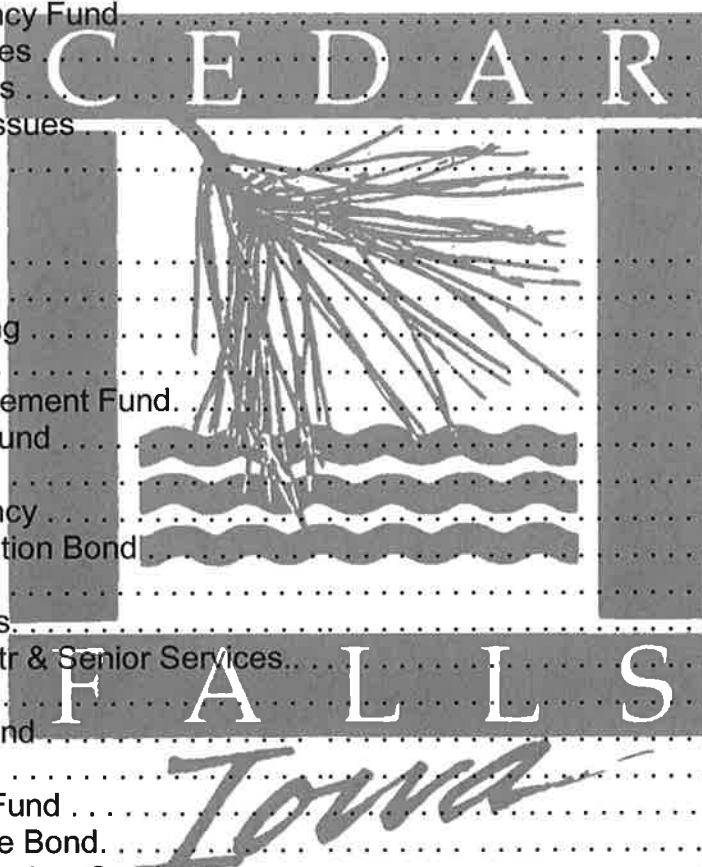
Municipal Operations & Programs
Director, Mark Ripplinger

Public Safety Services
Director, Jeff Olson

Finance & Business Operations
Director, Jennifer Rodenbeck

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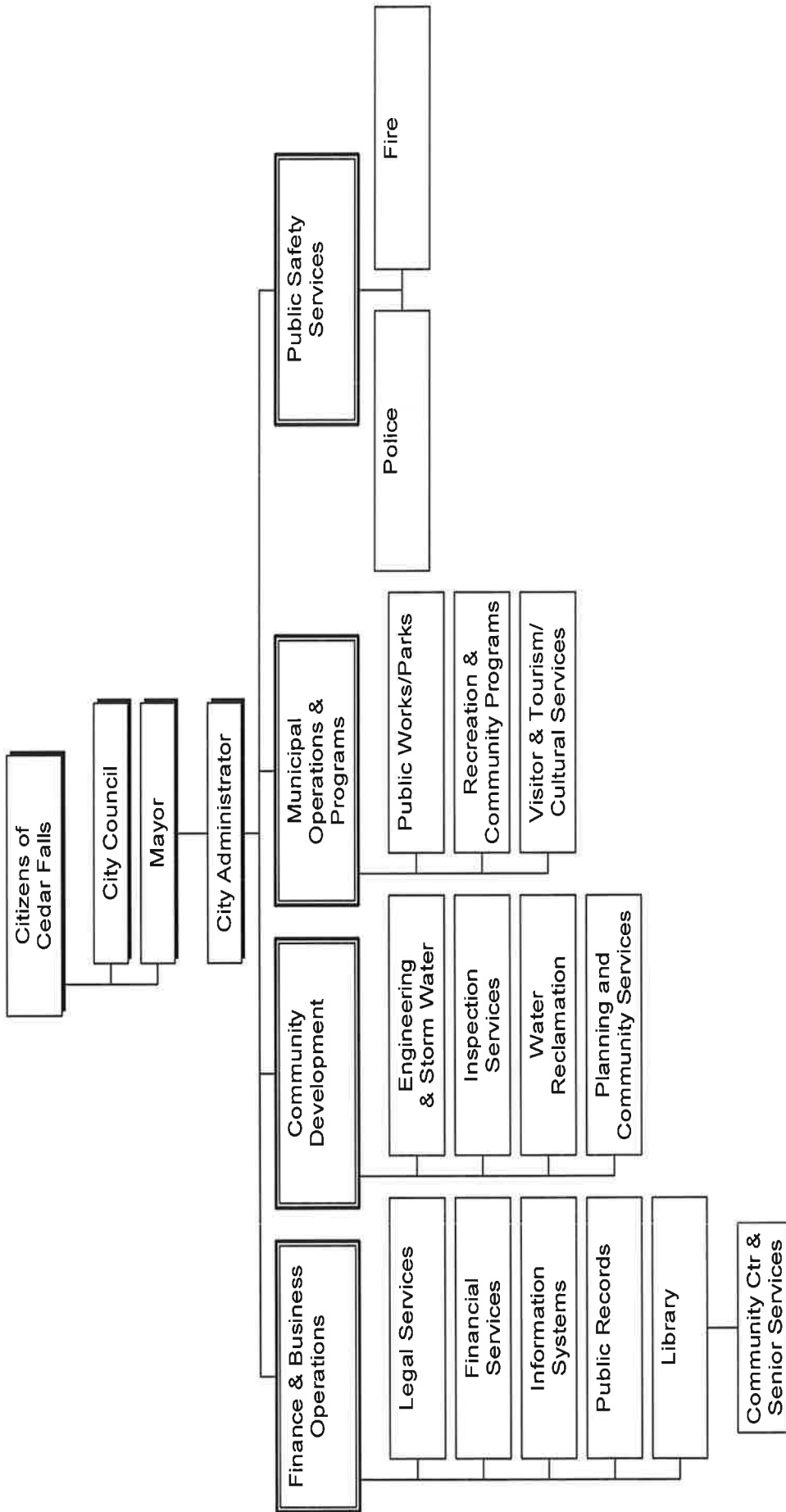
CITY OF CEDAR FALLS, IOWA

PRINCIPAL OFFICIALS

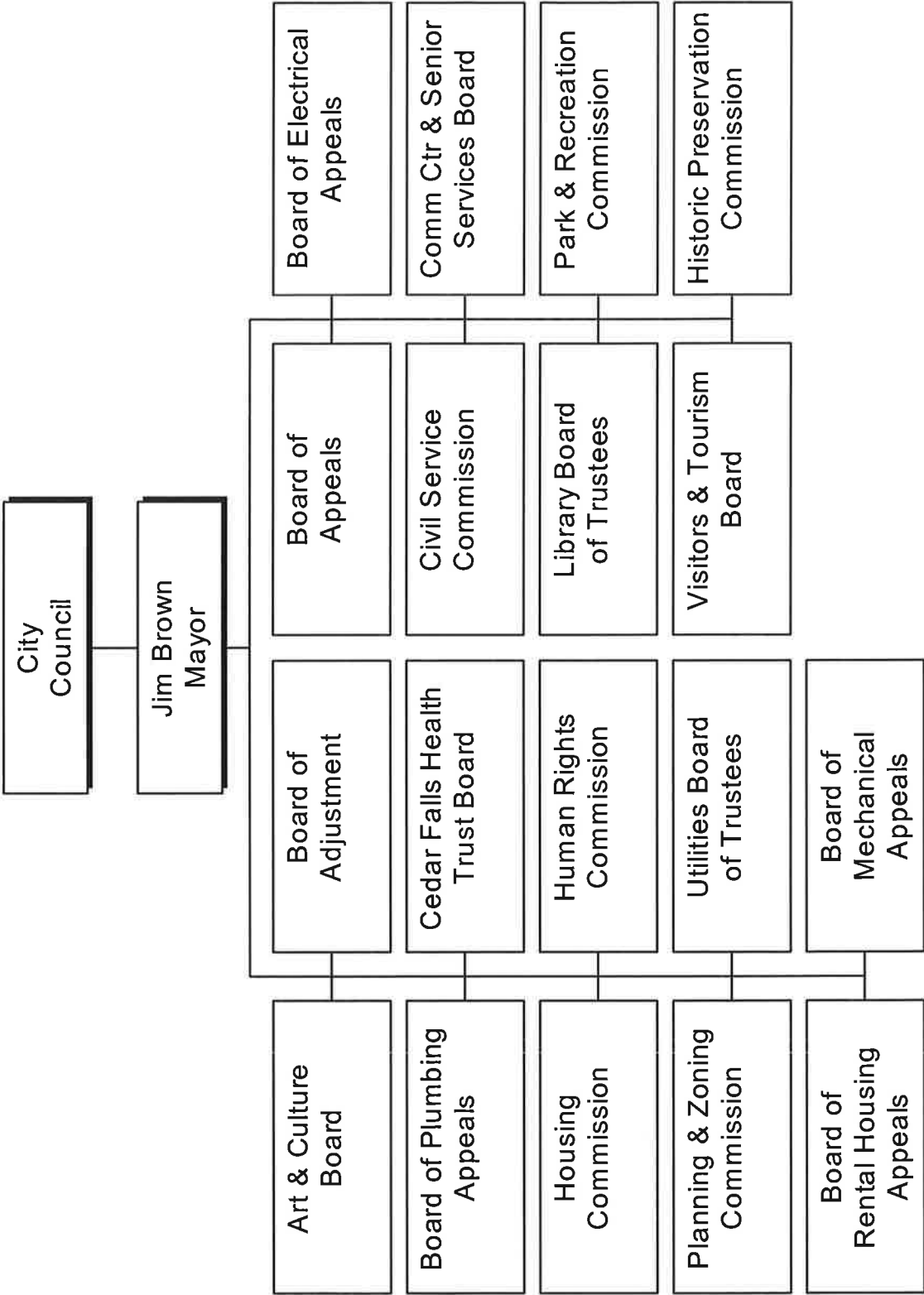
January 1, 2019

Title	Name
Mayor	Jim Brown
Council Member – 1 st Ward	Mark Miller
Council Member – 2 nd Ward	Susan DeBuhr
Council Member – 3 rd Ward	Daryl Kruse
Council Member – 4 th Ward	Tom Blanford
Council Member – 5 th Ward	Frank Darrah
Council Member – At Large	Rob Green
Council Member – At Large	Dave Wieland
City Administrator	Ron Gaines
Finance & Business Operations Director	Jennifer Rodenbeck
Community Development Director	Stephanie Houk Sheetz
Municipal Operations & Programs Director	Mark Ripplinger
Public Safety Services Director	Jeff Olson
Asst. Director of Public Safety Serv/Fire Chief	John Bostwick
Asst. Director of Public Safety Serv/Assistant Police Chief	Craig Berte
City Attorney	Kevin Rogers
Controller/City Treasurer	Lisa Roeding
City Clerk	Jacque Danielsen
Information Systems Manager	Julia Sorensen
Cedar Falls Public Library Director	Vacant
City Engineer	Vacant
Planning & Community Srv. Manager	Karen Howard
Inspection Services Manager	Jamie Castle
Water Reclamation Manager	Mike Nyman
Recreation & Community Programs Manager	Bruce Verink
V&T/Cultural Programs Manager	Kimberly Manning
Public Works/Parks Manager	Brian Heath
Cedar Falls Utilities General Manager	Steve Bernard

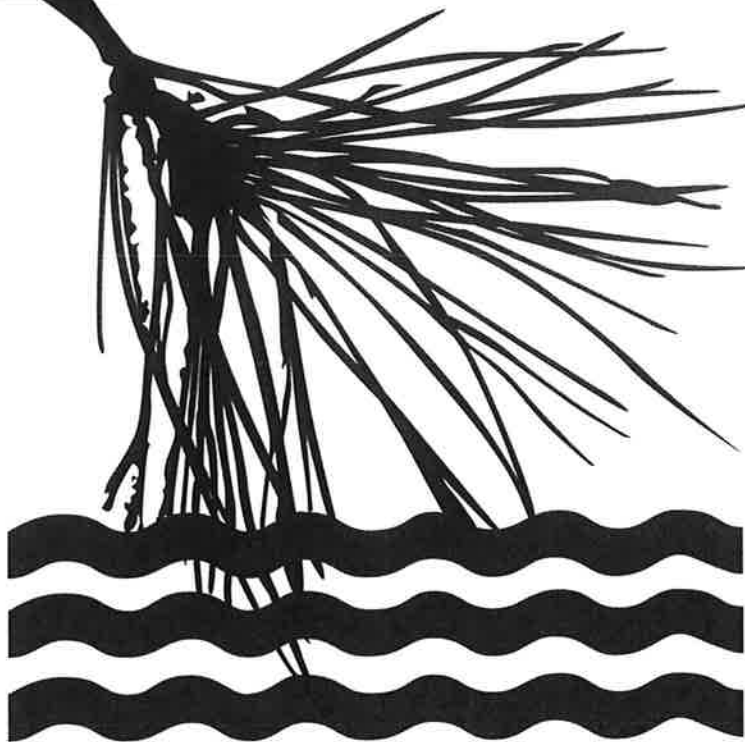
City of Cedar Falls, Iowa Organizational Chart



City of Cedar Falls, Iowa
Boards and Commissions



C · E · D · A · R



F · A · L · L · S

Torva

READER'S GUIDE

The annual operating budget for the City of Cedar Falls (the City) is the result of many hours of deliberation by the City staff, Mayor and the City Council. Organization of the budget document is designed to help the reader locate information, both financial and non-financial, in a timely manner.

This guide is included to provide the reader with an overview of the budget document, the budget process, budget implementation, and reporting on budget results.

INTRODUCTION

The City of Cedar Falls, with a population of 39,260, is located in Black Hawk County in the northeastern section of Iowa. The area of the City is 28.9 square miles of incorporated land. The University of Northern Iowa with a student population of approximately 12,000 is located in Cedar Falls and has provided growth and stability to the city.



The City operates under the Mayor-Council form of government with appointed City Administrator. Policymaking and legislative authority are vested in the governing council, which consists of seven members. The City Council is responsible, among other things, for passing ordinances, adopting the budget, setting goals, and approval of boards and commissions. The Council is elected on a non-partisan basis. Council members consist of two Council members elected at large and one Council member from each of five wards as established by ordinance, elected for terms of four years. The Mayor is responsible for supervising the City Administrator. The City Administrator is appointed by the City Council and serves as the chief administrative officer.

BUDGET PROCESS

Preparation and Adoption

In October 2018, the budget process for fiscal year 2019-2020 (FY2020) began. The Mayor, Council and the City Administrator discuss policies relating to the FY2020 budget in light of the City financial plan. The Department of Finance & Business Operations then prepares the instructions and budget estimate sheets and forwards them to the city departments. The Department Directors then fill in their budget estimate sheets with their requests.

The budgets are forwarded to the Dept. of Finance & Business Operations for the processing of the numerical data. During the processing of expenditure request data by the Dept. of Finance & Business Operations, the Director of Finance & Business Operations also prepared revenue estimates using available historical data, combined with current year projections and trends. After the Dept. of Finance & Business

Operations processed expenditure requests, the Director of Finance & Business Operations then reviews departmental requests. Over a period of three to four weeks, the City Administrator and Director of Finance & Business Operations made revisions and modifications to the original departmental requests in order to arrive at a final proposed budget.

On or before January 31st, the Mayor and City Administrator reviewed the budget estimates and the Department of Finance & Business Operations prepares a summary statement for the coming fiscal year.

By mid-February, the Council receives a preliminary budget prepared by the Dept. of Finance & Business Operations and sets a date for a budget hearing. A sufficient number of copies of the detailed budget are available to meet the requests of taxpayers and organizations at the offices of the Mayor, Director of Finance & Business Operations, and the City Library.

The Council then adopts a proposed budget and sets the date for public hearing as required by law. The Director of Finance & Business Operations publishes the budget estimate and notice of hearing 10 to 20 days prior to the date set for the hearing in a newspaper published at least once weekly and having general circulation in the city. (See Section 362.3, Iowa Code.) A public hearing is then held by late February.

If the city is going to levy taxes at the limited amount, Form 631.1 must be published once, a hearing held, and the adopted budget filed with the County Auditor by March 15.

Budget Amendment

Sec. 384.18 of the Code provides that a city budget for the current fiscal year may be amended for any of the following purposes:

1. To permit the appropriation and expenditure of unexpended, unencumbered cash balances on hand at the end of the preceding fiscal year, which had not been anticipated in the budget.
2. To permit the appropriation and expenditure of amounts anticipated being available from sources other than property taxation and which had not been anticipated in the budget.
3. To permit transfers from the debt service fund, the capital improvements reserve fund, the emergency fund, or other funds established by state law, to any other city fund unless specifically prohibited by state law.
4. To permit transfers between programs within the general fund.

A city budget becomes effective July 1 unless amended under the conditions listed above. A budget amendment must be prepared and adopted in the same manner as the original budget as provided in Sec. 384.16 and is subject to protest as provided in Sec. 384.19. A city budget shall be amended by May 31 of the current fiscal year to allow time for a protest hearing to be held and a decision rendered before June 30.

Budget CalendarBudget Calendar 2018

- By October 12 The Mayor, Council and the City Administrator discuss policies relating to next year's budget in light of the City financial plan. At the same time, the Department of Finance & Business Operations prepares the instructions and budget estimate sheets and forwards them to the city departments.
- Oct. 15 to Nov. 14 The Departmental Directors fill in their budget estimate sheets with their requests. Supporting data such as department work programs for the ensuing year should be included. The Director of Finance & Business Operations prepares a statement of debt service requirements for payment of principal and interest and fixed charges, which the city must pay.
- Nov. 15 to Jan. 31 An estimate is made of all revenues, which the city will receive. The budget process is completed by Finance staff.

Budget Calendar 2019

- By January 31 The Mayor and City Administrator review the budget estimates and prepare a summary statement for the coming fiscal year.
- By February 4 The Council holds a budget work session.
- By February 4 The Council receives the preliminary budget and set dates for budget hearings.
- By February 18 Hold the public hearing.
- By March 15 Deadline for filing adopted budget with County Auditor.
- By May 31 A City budget shall be amended for the current year.

October 2018				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

November 2018				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

December 2018				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24/31	25	26	27	28

January 2019				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

February 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	

March 2019				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April 2019				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May 2019				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

BUDGET OBJECTIVES

The FY2020 budget has been prepared in an effort to communicate to the citizens and staff of the City the overall policies and goals of the City Council. The budget document includes descriptions of the various activities and programs (departments) of the City, and the goals and objectives for the current and future years. This format is designed to communicate clearly to the public the goals and objectives of the City Council, thereby enabling the reader to gain more useful information about the City, without requiring detailed accounting or budgetary knowledge.

For each operational fund, the budget is prepared on a line-item basis by individual department and division/activity. The City Administrator then presents budget programs and goals and objectives to the City Council. Line item expenditure justifications are omitted from the budget document, in order to focus more on the programs and objectives of the coming fiscal year. The Finance & Business Operations Department will provide a line item and capital outlay detail budget upon request.

BUDGET PHILOSOPHY

Budget philosophy for the City depends upon the local needs and concerns of the citizens. Other factors also affect budget philosophy, such as the state of the local economy, the demands of the public for increased services, and unfunded mandates and requirements of federal and state regulatory agencies. Even with all of these considerations, the budget prepared by the City was prepared from a conservative perspective with regard to estimating both the revenues and expenditures. Although historical comparisons and trends are very useful, often-current year data and trends will take precedence over prior year trends. Budgeting from such a "conservative" perspective, revenues are often anticipated either at or only slightly above prior year levels, unless there are other known factors that may significantly affect anticipated revenues. By estimating revenues conservatively, decreases in any one revenue source due to fluctuations in the economy and variations in weather should not adversely affect the City's "bottom line."

Likewise, expenditures are also estimated conservatively, i.e., allowances are made for unanticipated expenditures, and personal services for vacant positions are funded for the entire fiscal year, except where noted. As a result, over the years this method of budgeting has resulted in increases in the actual fund balance, when compared to the original fund balance budget. The City continues to use this method of budgeting rather than using unreasonable or unsubstantial projections, since such budget methods could have an adverse impact on the City's reserves.

Each year, the City's goal is to provide a balanced budget in which current revenues equal current expenditures for the General Fund. The budgets for all other funds will have revenues equal or exceeding expenditures depending on the nature of the fund. In cases where expenditures exceed revenues for a particular fund in the current year is due to an intentional use of fund reserves.

PRESENTATION OF FINANCIAL INFORMATION AND BASIS OF ACCOUNTING

Fund Accounting

The City utilizes fund accounting procedures to prepare the annual budget, however, the state required budget forms are prepared by fund type and by program. Also, because the City is organized into 4 separate departments, the budget document is sequenced by departments, since the department directors use this document as an operational guide.

Fund accounting is the specialized type of accounting used by local governments. It arose in response to the special limitations placed on significant amounts of the resources provided to governmental jurisdictions by legal ordinances, grantors, and other resource providers. By definition, a "fund" is a distinct fiscal entity, accounting for receipts and disbursements that are for specific activities. A fund is a self-balancing set of accounts, where assets equal liability plus fund balance.

The funds of the City of Cedar Falls are summarized by fund type in the following manner:

1. General - General activities of the City are considered part of the General Fund.
2. Special Revenue Funds - The Street Construction Fund, the Section 8 Housing Assistance Fund, the Block Grant Fund, and the Police & Fire Retirement Funds are required by state and/or federal laws to be classified as separate funds in the Special Revenue Fund type.
3. Debt Service - Bond covenants require a sinking fund to make debt service payments. The City of Cedar Falls has one debt service fund.
4. Capital Projects - All large capital projects, improvements, and equipment purchases are budgeted in the Capital Projects Fund type.
5. Proprietary - The three enterprise funds, Sewer Rental, Refuse, and Storm Water, and two internal service funds, Data Processing and Vehicle Maintenance, are presented, however, only the enterprise funds are budgeted in the Proprietary Fund type since Internal Service Funds are not required to be budgeted on the state form.

Columnar Format

In order to facilitate enhancing year-by-year changes, comparative financial information for the following years in the General Fund and Other Funds sections of this document, is presented in the following columns:

<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Projected</u>	<u>Budget</u>	<u>Proposed</u>	<u>Proposed</u>
<u>2016/2017</u>	<u>2017/2018</u>	<u>2018/2019</u>	<u>2018/2019</u>	<u>2019/2020</u>	<u>2020/2021</u>	<u>2021/2022</u>

Accounting and Budgeting Basis

The operating budget of the City of Cedar Falls shall be drawn so that available resources and anticipated expenditures are equal. The City's accounting and budget records for general governmental operations are maintained on a modified accrual basis, with the revenue being recorded when available and measurable and expenditures being recorded when the services or goods are received and the liabilities incurred. Accounting records for the Enterprise and Internal Service Funds are maintained on the accrual basis, while the budget records are maintained on the modified accrual basis.

Differences between budgetary policies and Generally Accepted Accounting Principles (GAAP) in the Enterprise and Internal Service Funds exist for several reasons. One reason is that existing procedures have worked well and continue to work well for administrative and control purposes. Some other reasons for differences between budget and GAAP are the treatment of interfund transfers, departmental capital outlay, debt service principal payments, and depreciation. The City's budgeting practices include interfund transfers as revenue and expenditures, while GAAP classifies interfund transactions as other financing sources or uses. Also City management desires an operating statement budget line item for each anticipated cash outflow, including debt service and capital outlay. If the City budgeted the enterprise funds on a full accrual basis, capital outlay and debt service payments would not be reported in the operating statement.

Depreciation expense, which is recognized in the audit records, is not budgeted. Not providing for depreciation in the budget is a policy decision that has not adversely affected the funds.

BUDGET DOCUMENT FORMAT

The City's operating expenditures are organized into the following hierarchical categories: Programs, Departments, and Divisions.

1. Programs: As of January 1, 2003, state law prescribes that City budgeted expenditures must be categorized into nine basic programs. The nine programs are:
 - a. Public Safety – expenditures for Police and Fire protection
 - b. Public Works – expenditures for roads, parking, and engineering services
 - c. Health and Social Services – health care expenditures
 - d. Culture and Recreation – expenditures for library, parks, cemetery, recreation, and culture services
 - e. Community and Economic Development – expenditures for economic development and housing and urban renewal

- f. General Government – areas such as Mayor's office, City Clerk, financial services, and liability
 - g. Debt Service – expenditures for debt service
 - h. Capital Projects – expenditures for capital projects
 - i. Business Type Activities – expenditures for Sewer, Refuse, and Storm Water
2. Departments: For administration purposes the City hierarchy is divided into departments. The departments represent groupings of related operations aimed at accomplishing a broad goal or accomplishing a major service. The departments of the City are:
- a. Finance & Business Operations (FBO)
 - b. Community Development (CD)
 - c. Municipal Operations & Programs (MOP)
 - d. Public Safety Services (PSS)

The City is currently working on revising ordinances for a new restructuring plan that will replace the MOP department with a traditional public works department. However, since these have not been formally adopted yet, this budget document has not been revised to reflect those changes. Administrative changes to the FY20 budget may occur after the restructuring is approved by City Council.

3. Divisions: Departments are further subdivided into divisions, which are usually associated with functioning work groups having more limited sets of work responsibilities. An example is the Financial Services Division of the Department of Finance & Business Operations.

The following is an example of the relationship between programs, departments and divisions.

Program:	General Government
Department:	Finance & Business Operations
Division:	Financial Services

State of Iowa law determines the lowest level of budgetary control, which is at the program level. Cities are not allowed to expend over the amounts budgeted at the program level without filing a budget amendment with the State.

The budget document contains a detailed explanation of the FY20 financial impact and policy summary, budget highlights that describe the reasons for increases in each divisional budget, and a five year financial strategy that describes in depth the financial challenges faced by the City in the next five years.

The text of the budget document contains a summary of each division's revenues and expenditures and a narrative of the division's purpose, continuing and new objectives,

and performance measures. The financial information for each division is then summarized by fund type and the expenditures are summarized by program.

The City uses the following fund types:

- Governmental funds, including General, Special Revenue, Debt Service, and Capital Projects; and
- Proprietary funds

General Fund – the general operating fund of the City, used to account for all revenues and expenditures except those accounted for in other funds. Typical governmental functions, such as police, fire, library, parks, and administration are funded in the General Fund.

Other Funds – these funds are used to account for proceeds of specific revenue sources, capital projects, debt service, and proprietary funds.

Finance & Business Operations Department: Cable TV, Information Systems, Parking, Community Center & Senior Services, Vehicle Replacement, Debt Service, Hospital, Trust & Agency, General Obligation Bond Funds, Street Repairs, and Capital Projects Fund.

Community Development Department: Storm Water, Water Reclamation, Section 8 Housing Assistance, and Block Grant.

Municipal Operations & Programs: Visitors & Tourism, Capital Reserves, Refuse, Sewer, Street Construction, and Vehicle Maintenance

Public Safety Services: None

The financial information includes revenue and expenditure information for the last two completed fiscal years, the projected amounts for the current year, the budgeted amounts for the current year, the budgeted amounts covered by this budget and projected amounts for the two subsequent fiscal years. Costs are segregated by personnel services, commodities, services and charges, capital outlay, debt service and transfers. These categories represent the level of control exercised by the City departments.

The final sections of the budget document contain a detailed five-year capital improvements program and other miscellaneous background information.

FINANCIAL POLICIES

Cash Reserves

The City will maintain an unreserved balance at year-end at a level determined by Council to meet cash flow requirements, emergency needs, and bond rating criteria.

The minimum criteria shall be:

1. The City's General Fund Reserve is limited to 25% of expenditures by State Appeal Board action. The City Council has established that the General Fund balance be maintained between 15 and 25% and preferably at the 20-25% level.
2. The Refuse Fund at 20-30%, but no less than \$500,000.
- 3.* The Sewer Fund at 65-75%, but no less than \$1,500,000.
4. The Street Fund at 20-30%, but no less than \$1,000,000.
5. The Storm Water Fund at 10-20%, but no less than \$200,000.

* Excludes bond fund expenditures.

Revenues

The revenue projection process starts with estimates submitted by the departments for their specific areas. The Director of Finance & Business Operations reviews those estimates and makes informed judgments on all revenues City-wide. Prior year's actual and current year-to-date amounts are used to project both the current year and next year's revenues. Information received from the State, County, and Iowa League of Cities is utilized to project revenue trends and anticipated amounts. The Director of Finance & Business Operations, using conservative interest rate projections, current balances and interest accrual information, projects interest earnings. The Mayor and City Administrator then review revenues, expenditures and ending fund balances to determine if any revenue adjustments need to be made.

1. Property Taxes

- A. The budget of the City of Cedar Falls shall be drawn so that the general tax levy does not exceed limits established by State law.

- B. Debt Service Levy

Taxes shall be levied each year under the Debt Service Levy in the amount equal to the general obligation principal and interest due in that same year, minus the portion paid by the enterprise funds and Cedar Falls Utilities.

C. Tort Liability Levy

The City may levy for the expected costs of property and liability insurance policies and estimated claims losses held by the City.

D. Employee Benefits Levy

The City shall use the Employee Benefits Levy for:

1. The City's share of contributions to police and fire pension and retirement systems, at rates determined by the State of Iowa, for currently employed sworn officers.
2. The City's share of contributions for employee benefits budgeted under the General Fund only if the general tax levy is at the \$8.10 maximum. Tax revenues under the employee benefits levy will be receipted into the Trust and Agency Fund and then transferred into the General Fund.

E. Transit Levy

Taxes levied under the transit levy shall not exceed the 95-cent limit established by State law. Tax revenues from the transit levy will be receipted into the General Fund.

F. Band Levy

Taxes levied under the Band Levy shall not exceed the 13.5-cent limit established by State law. Tax revenues from the band levy will be receipted into the General Fund.

G. Library Levy

Taxes levied under the library levy shall not exceed the 27-cent limit established by state law. Tax revenues from the library levy will be used to support the library. Approximately 50% of the levy will be used for new materials and services and approximately 50% will be used to lower general fund support to the library.

H. Emergency Management Levy

Taxes levied under the emergency management levy will be receipted into the General Fund and used for expenses related to the County wide Emergency Management Commission.

2. Other City Taxes

A. Sales Tax

The City of Cedar Falls collects an additional 1% in local option sales tax. The revenues and expenditures under this program are recorded in a separate fund.

B. Hotel/Motel Tax

The City currently has a 7% hotel/motel tax with 50% of the income generated by the imposition of the tax being devoted to the Visitors and Tourism Division. The other 50% is devoted to programs related to lakes, trails, and recreational/cultural facilities.

3. Fees and Charges

The City will establish fees and charges, in accordance with revenue bond requirements or for covering all or part of the related costs of providing the services. The City will review fees and charges, at a minimum, on a biannual basis.

4. Investments

The City will invest 100% of idle funds and will obtain the best possible return on all cash investments within the limits of the State law.

5. Intergovernmental Revenue

Revenues from local, State and Federal governments will be used according to the restrictions or intent placed on each.

6. Additional Revenue Sources

The City will continue to search for additional revenues as a method of balancing its budget.

Expenditures**1. Current Service Level:**

Maintaining the current level of services will receive first priority for funding.

2. Cost Effective Programs:

The City will encourage technology and capital investment programs, which are cost effective and reduce operating expenses.

3. Infrastructures and Equipment:

The City will continue the scheduled level of maintenance and replacement for its infrastructure and equipment.

4. Local Option Sales Tax

The City will continue to spend 100% of the local option sales tax proceeds on street repair in accordance with the stipulations set by the voters.

5. Reductions:

To balance the budget, the City will attempt to avoid service reductions. If the situation arises, consideration will be given first to alternatives, which avoid employee layoffs, resist cuts in service and establish user fees. If reductions are necessary, parameters for downsizing shall ensure that (1) no essential service be eliminated; (2) service with high public visibility and exposure remain intact, and (3) reductions be made in internal functions as a first priority.

Economic Development

The City will take active measures to encourage economic development of the community with the intent of increasing jobs and the tax base.

Long-Term Debt

1. Purpose of Debt:

Debt will fund the design, inspection and construction of capital improvement projects; it will not be used for annual operating expenses.

2. Debt Limit:

The total general obligation debt will not exceed 5% of the total assessed value of real property.

3. Debt Issuance:

The issuance of new debt shall not exceed a replacement debt level. Whenever possible, existing debt should be refinanced to secure the lowest possible interest costs.

Escrow Funds

1. Accrued Liabilities

A commitment is made to escrow funds annually to pay accrued liabilities. The City will address annually these commitments by budgeting and depositing in a restricted account funds to pay these liabilities when they occur. By policy the City will not unfund these liabilities. Escrow accounts include severance, payroll, liability insurance, vehicle replacement, data processing, workmen's compensation, long-term disability and all pensions.

2. Capital Accounts

For many of our recreational operations (golf, recreation, softball, and cultural programs) the City sets aside a percentage of those revenues into a capital account. Those funds can then be used in the future for capital projects, including major maintenance projects, related to these activities. This allows for the accumulation of funds without having to spend the cost of issuing long term debt for these type of projects.

Capital Improvement Budget Policies

The Capital Improvements Program (CIP) is a planning document and does not authorize or fund projects. The projects listed in the CIP are summarized in the capital projects program. The CIP is prepared by the Finance & Business Operations Department, is reviewed by the Mayor, City Administrator, and Department Directors, approved by the Planning and Zoning Commission with final approval by the City Council. Detailed descriptions and a summary of the CIP are located in the Capital Improvement Program section of this document.

The total amount programmed for FY20 in the CIP is \$45,689,538, which is included in the operating budget in the following areas:

Capital Projects Funds	\$ 29,873,921
Enterprise Funds	4,255,000
General Fund	417,000
Special Revenue Funds	10,598,292
Internal Service Funds	545,325
	<u>\$ 45,689,538</u>

Following is a list of policies pertaining to the Capital Improvements Program:

1. The City will make all capital improvements in accordance with an adopted capital improvements program.
2. The City will develop a multi-year plan for capital improvements and update it annually.
3. The City will enact an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be calculated and included in capital budget projections.
4. The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvement will be projected and included in operating budget forecasts.
5. The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement

- plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.
6. The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
 7. The City will project its equipment replacement and maintenance needs for the next several years and will update this projection each year. From this projection a maintenance and replacement schedule will be developed and followed.
 8. The City will determine the least costly financing method for all new projects.

CONCLUSION AND ACKNOWLEDGEMENTS

This financial plan includes the ideas, recommendations and suggestions of citizens, Mayor, City Council and the City staff during Council hearings and informal contacts. The major impact of the City Council upon the financial plan is in the setting of goals, policies, priorities and programs.

While all departments were intensely involved in the preparation of the financial plan, most of the credit for the document goes to the Budget and CIP project team. Particular gratitude is expressed to: Ron Gaines, City Administrator; Jennifer Rodenbeck, Director of Finance & Business Operations; Lisa Roeding, Controller/City Treasurer; and Cathy Niebergall, Financial Technician.

While we appreciate all contributions to this budget, it must be remembered that the real thanks must go to the City employees, who, on a daily basis, transform this document into the City's program of services.

BUDGET MESSAGE

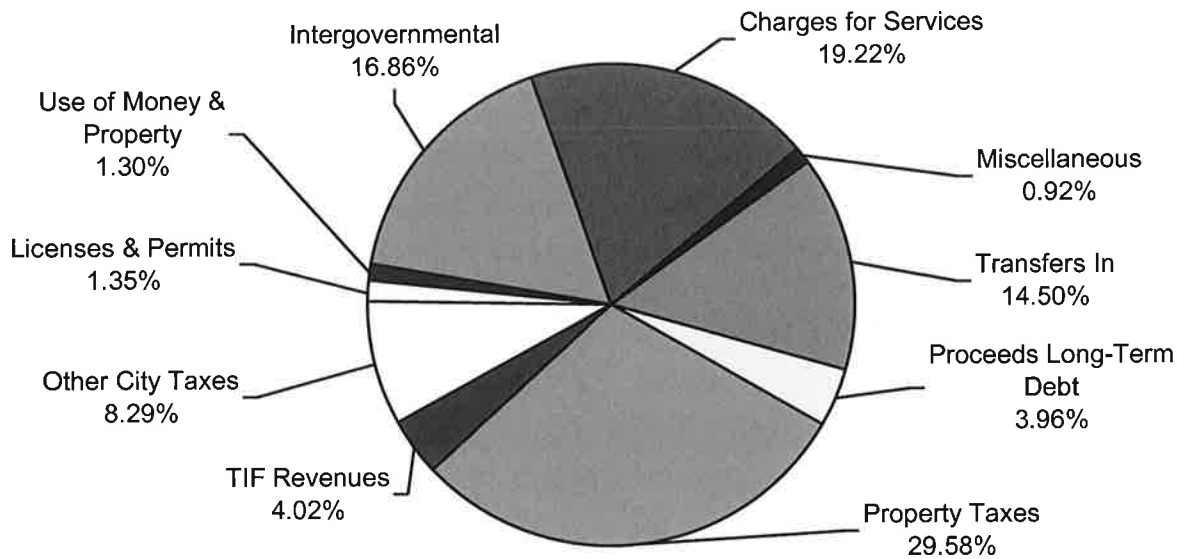
FY20 SUMMARY POINTS

- Tax rate decreased from \$11.22 to \$10.95/\$1,000 valuation.
- Assessed values increased by \$101 million. Taxable valuations grew by \$118 million.
- The new class of property, multi-residential, will be taxed at 75.00%.
- The residential rollback factor increased from 55.621% to 56.918%. Commercial and Industrial rollback factor will remain at 90%.
- There were no reassessments by the county for FY20.
- Residential property tax payers will see a 0.13% decrease for FY20 and commercial/industrial will see a 2.41% decrease.
- The Emergency levy was not utilized in FY20.
- The Trust & Agency levy was utilized, but was not used at the maximum.
- The Emergency Management Levy is being utilized in FY20 for EMA and consolidated dispatch costs.
- There were no budgeted increases for health insurance.
- \$97,890 of debt service is being budgeted out of the General Fund.
- The Library levy was included in FY20 at \$.27/\$1,000 valuation.
- Two TIF districts (Unified and Downtown) will be active for FY20.
- Funds are budgeted again in FY20 for the continuation of the public safety officer program.
- Staffing levels and service levels are budgeted to remain the same, except as follows:
 - One full-time economic development coordinator and one full-time communications specialist position were added in Administration.
 - One part-time facility assistant was added to help with the Community Center.
 - Two part-time parking meter attendant positions were added.
 - One full-time V&T coordinator position was added.
 - One part-time building inspector was added.
 - One part-time fitness instructor position was budgeted at full-time.
 - Two additional public safety officer positions were budgeted in advance.

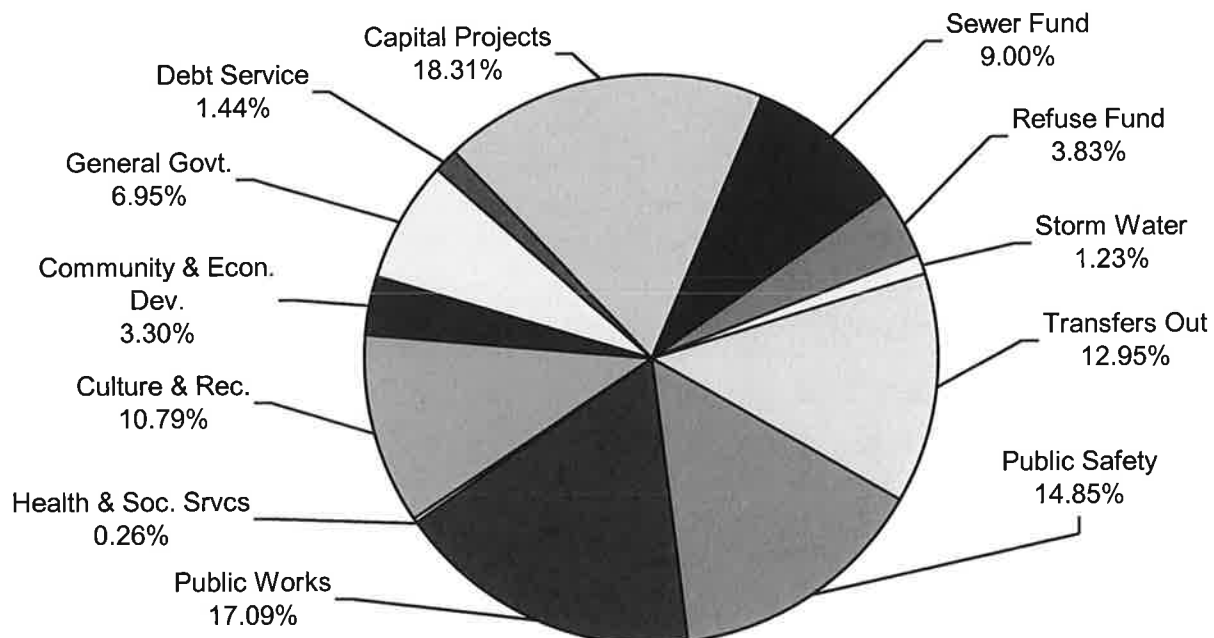
BUDGET SUMMARY

The summary of revenues and expenditures as presented below and on the following pages follows the format of the State Budget Forms. The total revenues and expenditures may differ slightly from the fund activity as presented in sections 5 and 6 of this budget document due to certain eliminations and reclassifications of transfer activity.

Resources – “Where the money comes from”



Expenditures (Uses) – “Where the money goes”



Budget Summary by Fund Type

Fund Type/Fund	Estimated Beginning Balance 07/01/19	Revenues & Transfers In	Expenditures & Transfers Out	Estimated Ending Balance 06/30/20
Governmental Funds:				
General Fund	\$ 10,487,060	\$ 26,368,260	\$ 26,368,260	\$ 10,487,060
Special Revenue	39,490,101	21,555,810	23,348,210	37,697,701
Debt Service	510,280	3,721,920	3,721,920	510,280
Capital Projects	32,325,108	9,064,720	15,372,190	26,017,638
Total Governmental Funds	<u>\$ 82,812,549</u>	<u>\$ 60,710,710</u>	<u>\$ 68,810,580</u>	<u>\$ 74,712,679</u>
Business-Type Funds:				
Sewer Fund	\$ 7,926,194	\$ 8,250,000	\$ 8,540,490	\$ 7,635,704
Refuse Fund	5,158,090	3,205,160	3,277,950	5,085,299
Storm Water	1,553,726	932,000	1,154,360	1,331,366
Total Business-Type Funds	<u>\$ 14,638,010</u>	<u>\$ 12,387,160</u>	<u>\$ 12,972,800</u>	<u>\$ 14,052,369</u>
Total	<u><u>\$ 97,450,559</u></u>	<u><u>\$ 73,097,870</u></u>	<u><u>\$ 81,783,380</u></u>	<u><u>\$ 88,765,048</u></u>

Revenues by Source

Fund	Actual 2017/2018	Projected 2018/2019	Budgeted 2019/2020	Increase/(Decrease) Over 2019	
				Amount	Percentage
Property Taxes	\$ 19,767,359	\$ 20,637,096	\$ 21,626,843	\$ 989,747	4.80%
TIF Revenues	4,536,373	3,716,430	2,939,590	(776,840)	-20.90%
Other City Taxes	5,717,388	5,907,902	6,057,824	149,922	2.54%
Licenses and Permits	1,304,319	1,010,592	984,000	(26,592)	-2.63%
Use of Money and Property	1,567,645	1,725,319	949,040	(776,279)	-44.99%
Intergovernmental	15,413,455	15,283,984	12,324,006	(2,959,978)	-19.37%
Charges for Services	12,810,524	13,055,878	14,050,550	994,672	7.62%
Special Assessments	33,272	-	-	-	-
Miscellaneous	3,630,352	12,972,218	668,857	(12,303,361)	-94.84%
Transfers In	11,617,549	12,361,035	10,605,160	(1,755,875)	-14.20%
Proceeds of Long-Term Debt	65,850	3,113,542	2,892,000	(221,542)	0.00%
Total	<u><u>\$ 76,464,086</u></u>	<u><u>\$ 89,783,996</u></u>	<u><u>\$ 73,097,870</u></u>	<u><u>\$ (16,686,126)</u></u>	<u><u>-18.58%</u></u>

Total Expenditures by Function

Function	Actual 2017/2018	Projected 2018/2019	Budgeted 2019/2020	Increase/(Decrease) Over 2019	
				Amount	Percentage
Government Activities:					
Public Safety	\$ 10,837,537	\$ 11,850,330	\$ 12,142,350	\$ 292,020	2.46%
Public Works	12,845,677	13,272,121	13,973,620	701,499	5.29%
Health and Social Services	124,208	24,220	213,440	189,220	781.26%
Culture and Recreation	7,332,405	8,118,353	8,825,290	706,937	8.71%
Community and Economic Dev.	2,427,269	2,595,760	2,696,130	100,370	3.87%
General Government	3,910,067	5,075,103	5,679,930	604,827	11.92%
Debt Service	1,542,453	1,951,995	1,177,640	(774,355)	-39.67%
Capital Projects	21,524,805	18,167,914	14,972,190	(3,195,724)	-17.59%
Total Government Activities	\$ 60,544,421	\$ 61,055,796	\$ 59,680,590	\$ (1,375,206)	-2.25%
Business-Type Activities:					
Sewer Fund	\$ 8,765,944	\$ 5,557,969	\$ 7,360,230	\$ 1,802,261	32.43%
Refuse Fund	2,443,197	2,896,513	3,131,240	234,727	8.10%
Storm Water	472,134	1,178,756	1,006,160	(172,596)	-14.64%
Total Business-Type Activities	\$ 11,681,275	\$ 9,633,238	\$ 11,497,630	\$ 1,864,392	19.35%
Transfers Out	11,617,549	12,361,035	10,605,160	(1,755,875)	-14.20%
Total Expenditures	\$ 83,843,245	\$ 83,050,069	\$ 81,783,380	\$ (1,266,689)	-1.53%

SHORT-TERM FINANCIAL STRATEGIES**Reorganization**

The City also went through a major reorganization plan in 2014 that reduced the number of departments from six to four. This was a top/down restructuring that recognized that the retention of employees who provide direct services to the general public are the most critical to providing public services and maintaining service quality. The newly created departments are Finance & Business Operations, Community Development, Municipal Operations & Programs, and Public Safety Services. Operational supervision was also combined to reduce the number of divisions underneath each of these departments. The City will be looking to reorganize in FY20 to go to a more traditional Public Works Department. This will replace the Municipal Operations and Programs Department.

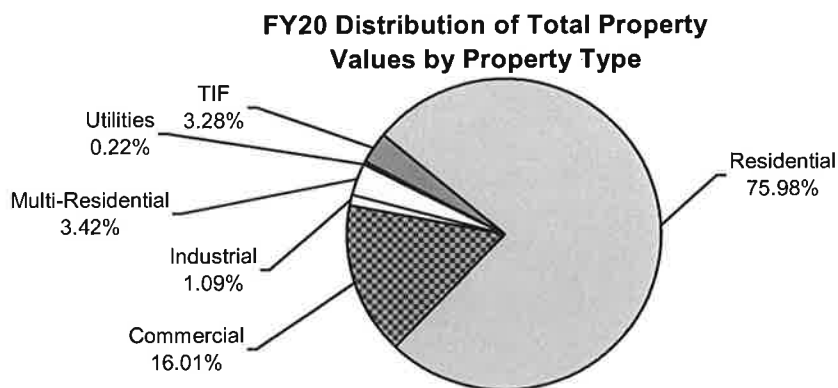
The City will continue to look for ways to stream line services and reduce costs where possible.

State Aid and Staffing

In developing the FY20 budget several issues were addressed. First and foremost is the policy decision to eliminate dependence on state funding in the general operating budget. Due to the uncertainty of the State continuing their funding of the backfill, the City has chosen to balance the budget without the backfill funding and then utilize funding, if received for one-time capital items, special projects or for property tax relief in the following fiscal year.

Property Tax Reform

Also of concern to the City is the property tax legislation that came into effect for multi-residential properties. These properties were taxed at 82.50% for FY18, 78.75% for FY19, declined to 75.00% for FY20, and the taxable amount will continue to decline over the next 5 years until they are taxed equivalent to residential properties, this is \$109 million of valuation that Cedar Falls will lose property tax revenue on. For FY15, the commercial rollback caused a loss of \$25 million in taxable valuation for the \$8.10 levy and \$14 million in taxable valuation in the TIF districts. For FY16, the commercial rollback caused an additional loss of \$22 million in taxable valuation for the \$8.10 levy and \$15 million in taxable valuation in the TIF districts. For FY15, FY16, and FY17 the State Legislature had guaranteed replacement funds for this loss of revenue (backfill) and they funded it in FY18 & FY19. However, the amount received from the State does not make up the entire loss. In addition, these funds are not guaranteed in FY20 and beyond.



Employee Benefits

Pension benefits provided to employees continue to have an effect on the FY 20 budget, and are projected to continue to have major impacts in future budget years.

The municipal Police and Fire Retirement rate decreased from 26.02% to 24.41% and \$1.5 million in property tax support is still needed in FY20. In FY20, the IPERS contribution, which is the pension plan for all other city employees, remained 9.44% for the employer. The total

IPERS contribution by the City is budgeted at \$1,115,840 for FY20. Other employee benefits continue to increase, including health insurance costs.

User Fees

Another issue that will need to be addressed by the City Council in FY20 is user fees for refuse, sewer and storm water. The demand for storing and processing recycled products continues to grow in refuse. The citizens of Cedar Falls should be praised for their active participation in recycling efforts, however, these come at a cost due to the requirement of new and expanded recycling facilities. Along with recycled products, yard waste disposal is also demanding more staff and facilities. Therefore, the City Council may need to look at increasing the refuse rates again to cover the costs of providing recycling and yard waste services.

In sewer, infrastructure improvements and compliance with environmental standards will increase capital and debt service costs in this fund. The Council passed an ordinance increasing sewer rates 5% each year for the next 3 years. However, these increases will not be enough. A sewer rate study will be performed again in the next couple of years to determine the amount of increase needed.

In storm water, major infrastructure improvements are needed. The current CIP has over \$3 million in storm water projects. A fee increase was necessary to cover the costs of these projects. The Council passed an ordinance increasing storm water rates 5% each year for the next 4 years. This was the first rate increase since their inception in FY07. Rates will need to continue to be monitored.

**CITY OF CEDAR FALLS
CITY COUNCIL GOALS, SHORT TERM FINANCIAL PLAN & WORK PROGRAM
FOR FISCAL YEAR 2020**

MISSION

MAINTAIN AND IMPROVE THE SAFETY AND DESIRABILITY OF CEDAR FALLS THROUGH THE EFFICIENT DELIVERY OF PUBLIC SERVICES, AND THE ONGOING PRACTICE OF OPEN COMMUNICATION AMONG COUNCIL, STAFF, MAYOR, AND THE CITIZENS.

ORGANIZATION GOAL 1

Continue to provide a representative system, which identifies and anticipates concerns, problems, and opportunities, which are effectively addressed with thoughtful and decisive governmental actions.

Supporting Policies:

- Set policies and guidelines, which provide broad direction to administrators who formulate management decisions to provide efficient service offerings and operations.
- As a policy-making body, interpret community needs and values and convey them to City staff through consistent legislative and policy actions.
- Continue to provide a forum for public input related to City actions through open public meetings, hearings, committees, commissions, task forces, local access cable television, and web-based media.
- Develop cost effective methods of informing the public of available ways to provide input to encourage wider participation in the various boards, commissions, task forces, and other support groups providing input to the City.

Long Term & On-going Objectives:

- Continue to hold an annual joint meeting with Cedar Falls Utilities to discuss the impacts and strategies to deal with the on-going transfer of Utility funds in lieu of property taxes, franchise fees, use of right-of-way, TIF reimbursement, and support of entrepreneurship
- Hold joint meetings with policy making City boards such as the Library Board and the Planning & Zoning Commission.
- Consider holding when timely, joint meetings with the Waterloo City Council, Black Hawk County Supervisors, Cedar Falls Community School District and the University of Northern Iowa.
- Encourage the professional development of City Council members and advisory boards by providing staff facilitated work sessions, training sessions and innovative project presentations from other cities.

- Explore the potential of intergovernmental cooperation options with Waterloo, CFU, UNI, the County or other governmental bodies. Examples include: art & culture services, airport operations, public safety services, transit systems, economic development coordination, emergency response, sewer infrastructure, shared facilities or equipment.
- Continue work on joint CFU, Cedar Falls Schools and UNI projects.
- Discuss with MET to identify options for public transportation.
- Continue to develop 10-year community strategic plans at 5-year intervals.

FY20 Detailed Objectives:

- Metro area objectives:
 - City of Waterloo
 - Support the creation of a Regional Airport Authority, if initiated and supported by the City of Waterloo.
 - Support the Police and Fire Chief level discussions expressing City support for the development of Fire and Police mutual aid agreements with the City of Waterloo that promote faster emergency response times and the reduction of callback expenses for both cities.
 - Promote the development of a metro fire station location study.
 - Common legislative goals
 - Waterloo use of Cedar Falls' refuse transfer station
 - Cooperative efforts to upgrade the consolidated public safety dispatch system and look for alternatives to keep dispatch costs low.
 - Cooperative use of sanitary sewer systems based on natural gravity flow basins
 - Cooperative sewer regionalization study
 - Monitor the efforts and benefit of regional economic development organizations.
 - Continue participation in the Cedar Valley Alliance to ensure Cedar Falls external marketing interests are best served.
 - Continue to monitor all economic development agencies (Community Main Street, College Hill Partnership, and Cedar Valley Alliance) to determine if cash subsidies result in services of value to Cedar Falls citizens and businesses.
 - Continue to maintain a Cedar Falls Visitors and Tourism Bureau.
 - Continue to coordinate marketing and programming efforts between the UNI, Cedar Falls and Waterloo Visitors and Tourism Bureaus for all Metro tourist events.
- University of Northern Iowa objectives:
 - Enhance communication with the University of Northern Iowa to address public

safety issues, parking, College Hill neighborhood issues, equitable payment for City services, sharing of facilities and the elimination of duplicated governmental services.

- Specifically study with UNI management staff the development of shared service contracts that involve policing, fire protection, dispatch, street maintenance, utilities, and recreational facility development or usage.
- Continue to coordinate the development of new City open field recreational uses with UNI to minimize the purchase of additional land allowing City funds to be used for site development.
- Communicate with Regional Workforce Development Agency and UNI to identify ways to retain recent graduates from UNI.
- Cedar Falls Schools objectives:
 - Encourage the Cedar Falls Schools to maintain an elementary school in northern Cedar Falls consistent with the Northern Cedar Falls Citizens Visioning Committee recommendations.
 - Assist the Cedar Falls School District with infrastructure improvements that create parking areas, joint City/Schools playgrounds, building expansion areas and resolution of drainage problems at the North Cedar School site.
 - Develop designs near public schools, which improve parking and pedestrian traffic conditions similar to Orchard Hill, Southdale, and Lincoln Schools.
 - Coordinate with the Cedar Falls Schools the completion of the new neighborhood elementary school and park and a new or remodeled high school. As part of the process, identify existing local, county and state of Iowa public facilities, programs and property to minimize duplication of services.
- Cedar Falls Utilities objectives:
 - Annually consider repaying eligible CFU expenses (if excess TIF revenues exist) for projects they have completed in City TIF districts, subject to, CFU maintaining a fair and updated annual transfer that equitably compensates the City for return on investment from City ownership, property taxes, franchise fees and use of ROW.
 - City staff members are directed to certify the maximum amount of legally incurred TIF debt annually by December 1 for all completed City and CFU construction work within the Industrial Park TIF District to better position the City and CFU financially.
 - Support CFU in the implementation of their water service programs as they are the sole governmental entity authorized by code to provide these services.
 - Implement public water special assessment programs if requested by CFU to install a public water system in unserved areas such as northern Cedar Falls, Viking Place, Horseshoe Drive and other rural areas, if requested and financially supported by the majority of benefited property owners.
 - The City will commit CDBG funds if eligible to pay for service line connection

for all residents who are income eligible and property taxes to pay for fire hydrants (consistent with the Cherrywood subdivision policy); CFU will pay for all water line over-sizing and property owners will be responsible for all other expenses, less any other funding sources.

Explore sustainability initiatives in conjunction with CFU.

- Local governance objectives:
 - Maintain the issuance of the Mayor's "Updates" to include the status of accomplishing City Council priorities, major projects, upcoming activities and key information.
 - Maintain a program for orientation of new City Council members, including "Frequently Asked Questions," as suggested by City Council members.
 - Develop an "action plan" for accomplishing the City Council's planning goals. The action plan should define the steps that would be needed to accomplish each goal, identify who is responsible for implementation, and establish a timeline for implementing the goals on a quarterly basis.
 - Continue to incorporate into council agenda memos how the item being presented fits into the City Council's goals and priorities.
 - Develop a listing of governmental units, neighborhood groups and outside agencies that Council members would like to periodically meet with to discuss common interests.
 - Hold a meeting with a facilitator, the Mayor, City Council members and key staff to discuss goal-setting process/potential changes in format prior next year's goal-setting sessions.
 - Hold several special worksessions on council meeting Mondays to discuss larger policy issues, including Greenhill Road Corridor Study, Compost Facility, Alley projects, Special Events insurance, North Cedar Residential Development incentives, and organizational effectiveness. .

ORGANIZATIONAL GOAL 2

Maintain and improve effective communications and marketing programs for the citizens of Cedar Falls.

Supporting Policy:

- The City will continually explore and evaluate improved methods of communication with its citizens for the purpose of informing them of its activities and accomplishments.

Long Term & On-going Objectives:

- Continue to investigate ways to increase the use of city newsletter, website, cable television, social media and fiber optics technology to communicate with the citizens of Cedar Falls.

FY20 Detailed Objectives:

- Annually hold a City Council work session with representatives of neighborhood associations to discuss issues, concerns and priorities. The joint work session will allow neighborhood groups to hear from each other the range and scope of competing interests that must be weighed by the City Council.
- Develop a new public relations/marketing position that can proactively provide news about the City through social media and other traditional media sources.
- Maintain emergency response plans that:
 - Provide for flood evacuation plans for northern Cedar Falls, downtown areas and other properties located on flood-prone tributaries.
 - Provide maps and charts for public distribution that illustrate when select events occur during flooding.
 - Provide text, phone e-mail, or social media methods of providing notices to citizens of emergency events.
 - Provide door-to-door notifications by firefighters and public safety officers.

ORGANIZATIONAL GOAL 3

Deliver public services in a cost effective, efficient, professional, and timely manner.

Supporting Policy:

- Ensure that the community's health, safety, and welfare are protected through the provision of essential, cost-effective public services.

Long Term & On-going Objectives:

- Continue to monitor the City's capacity to provide adequate maintenance of its growing infrastructure. Maintain a long-term maintenance plan, including a contingency plan to respond to reductions in maintenance funds if encountered in the long term.
- Continue to identify and investigate appropriate activities/services for privatization.
- Continue offering an annual street repair program with RUT and LOST available revenues.
- Annually ensure that basic municipal services (police, fire, parks, sewers, roads, refuse collection) are offered while constantly developing methods of increasing efficiency in these essential services.

- Encourage citizen involvement with government to reduce costs. (Examples include: picking up leaves, moving cars to assist with more efficient plowing of snow, cleaning sidewalks, use of volunteers (examples are: Library, Community Center, Hearst Center, V&T), recycling and police reservists & fire volunteers as supplemental support staffing.)
- Increase the number of alternative staff in police and fire while improving services and reducing overtime costs by annually recruiting new citizen reservists, volunteers, public safety officers, and paid on call City staff.
- Periodically conduct an evaluation of the costs and benefits of participation in the Consolidated Dispatch Center and CJIS. Determine the fair share of costs that should be assigned to Cedar Falls while exploring a "county funded" system in the long-term.
- Maintain the Police Community Service Officer program to help supervisory personnel with office duties, allowing supervisors to work closer with the public and provide direction in the field supervision of down-line employees.
- Maintain staffing levels in all departments that reduce overtime by matching staffing levels to specific service demands as opposed to predetermined rigid standards.

FY20 Detailed Objectives:

- Expand the City's Public Safety Officer (PSO). Review the need for expanding the Paid-on-Call (POC) program appropriately for each division as the PSO program's success may change the needs on the fire side. Review and expand other cross-training programs, such as the police reserve program.
 - Actively solicit and encourage Police and Fire employees to participate in the POC and PSO program or other cross training programs because their availability from shift increases the range of time they are readily available.
 - Expand the use of PSO's and POC's to adequately staff fire stations without adding full-time staff or overtime expenses.
 - Ensure that all PSO's, POC's, reservists, Community Service Officers (CSO) and volunteers are treated as equals and with respect.
- Continue the use of supervisor performance measurement tools that hold first line supervisors accountable for daily staffing decisions.
 - Ensure that weekends and holidays for shift personnel are fully scheduled productive "work days."
 - Continue to manage fire shift overtime in the present manner that has reduced unneeded callbacks or staff scheduling that has reduced this expense with the use of volunteers, PSO's, POC's, part-time staffing or other cross trained positions. (Also see Goal 1, seeking to expand mutual aid agreements with the City of Waterloo to cover calls while select fire stations are deployed by either city.)
 - Reward via the performance pay system supervisors who successfully respond to workload demands with decisions that adequately protect the

- safety of employees and the public while prudently spending tax dollars that are devoted to overtime and callback expenses.
- Negotiate collective bargaining contractual terms that allow the City to implement in Public Works and Parks 4-day, 10-hour workweeks to increase efficiency of operations, as appropriate.
 - Fully exercise management rights to schedule full staffing to avoid overtime expenses on days where known special events (i.e. Sturgis Falls & UNI Homecoming) will tax personnel resources.
 - Utilizing “calls for service”, geographic location, population, roadways, response time data, and other data to evaluate the best locations for fire stations city-wide and determine if more cost efficient options are available working with and without the City of Waterloo. Maintain a fire station staffing plan that directs personnel to stations where the highest number of calls for service occurs.
- Continue to identify and implement methods designed to better coordinate inspections while enforcing land use, property maintenance codes, rental housing, and zoning and nuisance ordinance violations citywide with cooperative and coordinated actions by the Municipal Operations & Programs, Public Safety Services, Community Development and Finance & Business Operations Departments.
 - Dedicate a full time position as the Code Enforcement Officer position in FY20 to enforce parking, property maintenance codes, snow removal, zoning, housing, and building and nuisance codes.
 - Enforce 48-hour parking laws during and following snowfalls, when citizen complaints are filed, when violation is habitual or when the public’s safety is compromised.
 - Code enforcement should focus predominantly on health & safety, property maintenance and over-crowding/over-occupancy.
 - Rental inspection should be on a 3-year cycle.
 - Minimum building maintenance code inspections and enforcement have expanded city wide and will continue to include the College Hill area.
 - Coordinate and consolidate federally subsidized rental and minimum rental housing inspection duties.
 - Complete any remaining unimplemented consolidated inspection “business processes” to form a system that offers consistent application and interpretation of codes while providing inspection services in a timely and cost effective manner.
 - Complete the restructuring of operations outlined by internal audit that achieves consistency in inspections, improves staffing efficiency, and centralizes accounting processes.
 - Enhance Fire Prevention and Suppression programs.

- Assign Minimum Rental Housing, Section 8 Rental and Commercial Inspection duties to Fire shift personnel whenever possible.
 - Improve community fire safety, without adding new fire stations, vehicles and manpower, by maintaining the annual citywide smoke detector inspection of homes and businesses, recognizing that smoke detectors identify fire hazards at the earliest possible time.
 - Utilizing “calls for service”, geographic location, population, roadways, response time data, and other data to evaluate best locations for fire stations city wide and determine if more cost efficient options are available working with and without the City of Waterloo. Ultimately, develop a fire station staffing plan that directs personnel to stations where the highest number of calls for service occurs.
 - Staff stations whenever possible with a combination of career, PSO, POC, part-time, ambulance and volunteer staff.
 - Place firefighter protective gear in police patrol cars for faster response times and develop appropriate procedures and policies related to the use of this gear.
 - Consider expanding the installation of compressed air foam systems (CAFS) in select police vehicles to provide faster fire suppression response times.
 - The Fire Chief is encouraged to exercise his/her management authorities to implement fire station staffing plans, when timely and encourage the Battalion Chiefs to use management discretion in determining daily staffing levels using alternative staff.
- Complete the design and construction of a combined Public Safety building that would include fire and police operations and would not include additional space for regionalized training or city operated ambulance service.

ORGANIZATIONAL GOAL 4

Equitably allocate the community's resources in a manner which cost effectively accomplishes the City's mission.

Supporting Policies:

- Adopt a balanced budget, which is reflective of the community's economic climate and needs.
- Maintain a budget philosophy based on maintaining self-sufficiency in all of the City's major funds.
- Adopt a Capital Improvements Program annually which coordinates major capital expenditures and is responsive to property tax levies and the City's debt restrictions.
- Maintain a stable property tax rate in FY20, depositing annually funds in excess of operations expenses, including released TIF funds, in a capital reserve account for

projects such as public safety center, economic development, public land acquisition, redevelopment or other one-time expenses as approved by the City Council.

- Evaluate each newly proposed service to determine the cost, relative importance and value of each service. Utilize these reports to determine the presence of unnecessary duplication within and among the various programs offered or sponsored by the City.
- Study methods of saving energy within City operations and implement changes where it is determined to be cost effective.
- Cash Reserves
 - The City will maintain an unreserved balance at year-end at a level determined by Council to meet cash flow requirements, emergency needs, and bond rating criteria.
- The minimum criteria shall be:
 - Maintain a General Fund cash balance of 15-25%, allowing for the seasonal cash flows. The City Council established Resolution 9054 that the General Fund balance be maintained between 15 and 25% and preferably at the 20-25% level.
 - The Refuse Fund at 20-30%, but no less than \$500,000.
 - The Sewer Fund at 65-75%, but no less than \$1,500,000.
 - The Street Fund at 20-30%, but no less than \$1,000,000.
 - The Storm Water Fund at 10-20%, but no less than \$200,000.
- The City will establish an emergency fund and maintain the reserve balance at approximately \$1.5 to \$2 million. This fund will help cashflow repairs and staff costs if a catastrophic event would occur.
- Revenues
 - The revenue projection process starts with estimates submitted by the departments for their specific areas. Finance reviews those estimates and makes informed judgments on all revenues City-wide. Prior year's actual and current year-to-date amounts are used to project both the current year and next year's revenues. Information received from the State, County, and Iowa League of Cities is utilized

to project revenue trends and anticipated amounts. Finance using conservative interest rate projections, current balances and interest accrual information, projects interest earnings. The City Administrator and the Mayor then review revenues, expenditures and ending fund balances to determine if any revenue adjustments need to be made.

- **Property Taxes**
 - The budget of the City of Cedar Falls shall be drawn so that the general tax levy does not exceed limits established by State law.
- **Debt Service Levy**
 - Taxes shall be levied each year under the Debt Service Levy in the amount equal to the general obligation principal and interest due in that same year, minus the portion paid by the enterprise funds and Sartori Hospital and Cedar Falls Utilities.
- **Tort Liability Levy**
 - The City may levy for the expected costs of property and liability insurance policies and estimated claims losses held by the City.
- **Employee Benefits Levy**
 - The City shall use the Employee Benefits Levy for:
 - The City's share of contributions to police and fire pension and retirement systems, at rates determined by the State of Iowa, for currently employed sworn officers.
 - The City's share of contributions for employee benefits budgeted under the General Fund only if the general tax levy is at the \$8.10 maximum. Tax revenues under the employee benefits levy will be receipted into the Trust and Agency Fund and then transferred into the General Fund.
- **Emergency Management Levy**
 - Levy for the design of an upgrade emergency radio system using the EMA levy.
 - Once designed, support placement of all dispatch, 911 and emergency operation under one County-wide EMA levy.

- Transit Levy
 - Taxes levied under the transit levy shall not exceed the 95-cent limit established by State law. Tax revenues from the transit levy will be receipted into the General Fund.
- Band Levy
 - Taxes levied under the Band Levy shall not exceed the 13.5-cent limit established by State law. Tax revenues from the band levy will be receipted into the General Fund.
- Library Levy
 - Taxes levied under the library levy shall not exceed the 27-cent limit established by state law. Tax revenues from the library levy will be used to support the library. Approximately 50% of the levy will be used for new materials and services and approximately 50% will be used to lower general fund support to the library.
- Other City Taxes
 - Sales Tax: The City of Cedar Falls collects an additional 1% in local option sales tax. The revenues and expenditures under this program are recorded in a separate fund.
 - Hotel/Motel Tax: The City currently has a 7% hotel/motel tax with 50% of the income generated by the imposition of the tax being devoted to the Visitors and Tourism Division. The other 50% is devoted to programs related to parks, lakes, trails, and recreational/cultural facilities.
- Fees and Charges
 - The City will establish fees and charges, in accordance with revenue bond requirements or for covering all or part of the related costs of providing the services. The City will review fees and charges, at a minimum, on a biannual basis.
- Investments
 - The City will invest 100% of idle funds and will obtain the best possible return on all cash investments within the limits of the State law.

- Intergovernmental Revenue
 - Revenues from local, State and Federal governments will be used according to the restrictions or intent placed on each.
- Additional Revenue Sources
 - The City will continue to search for additional revenues as a method of balancing its budget.
- Expenditures
 - Current Service Level: Maintaining the current level of services will receive first priority for funding.
 - Cost Effective Programs: The City will encourage technology and capital investment programs, which are cost effective and reduce operating expenses.
 - Infrastructures and Equipment: The City will continue the scheduled level of maintenance and replacement for its infrastructure and equipment.
 - Local Option Sales Tax: The City will continue to spend 100% of the local option sales tax proceeds on street repair in accordance with the stipulations set by the voters and City Council resolution. City Council Resolution 15,596 provides that, "Zero percent (0%) of said local sales and services tax is to be used for property tax relief. One hundred percent (100%) of the revenue generated in the City of Cedar Falls, Iowa during each fiscal year from said local sales and services tax is to be allocated for reconstruction, repair or replacement of existing streets, curbs, structures, storm sewers and sanitary sewers as they relate to streets within the corporate limits of the City of Cedar Falls, Iowa and not as replacement funds for the present funding levels, as authorized by the City Council of the City of Cedar Falls, Iowa.
 - Reductions: To balance the budget, the City will attempt to avoid service reductions. If the situation arises, consideration will be given first to alternatives, which avoid employee layoffs, resist cuts in service and establish user fees. If reductions are necessary, parameters for downsizing shall ensure that (1) no essential service be eliminated; (2) service with high public visibility and exposure remain intact, and (3) reductions be made in internal functions as a first priority.
- Long-Term Debt
 - Purpose of Debt: Debt will fund the design, inspection and construction of capital improvement projects; it will not be used for annual operating expenses.
 - Debt Limit: The total general obligation debt will not exceed 5% of the total

assessed value of real property.

- Debt Issuance: The issuance of new debt shall not exceed a replacement debt level. Whenever possible, existing debt should be refinanced to secure the lowest possible interest costs.
- Utilize self-financing where allowed or use of cash to fund one-time projects if excess cash reserves exist.

■ Capital Improvement Program Financial Policies

- The Capital Improvements Program (CIP) is a planning document and does not authorize or fund projects. The projects listed in the CIP are summarized in the capital projects program. The CIP is prepared by the Finance & Business Operations Department, is reviewed by the City Administrator, Mayor and Department Directors, approved by the Planning and Zoning Commission with final approval by the City Council. Detailed descriptions and a summary of the CIP are located in the Capital Improvement Program section of this document.
- Following is a list of policies pertaining to the Capital Improvements Program:
 - The City will make all capital improvements in accordance with an adopted capital improvements program.
 - The City will develop a multi-year plan for capital improvements and update it annually.
 - The City will enact an annual capital budget based on the multi-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be calculated and included in capital budget projections.
 - The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvement will be projected and included in operating budget forecasts.
 - The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and City priorities and whose operating and maintenance costs have been included in operating budget forecasts.
 - The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.

- The City will project its equipment replacement and maintenance needs for the next several years and will update this projection each year. From this projection a maintenance and replacement schedule will be developed and followed.
- Equipment or projects that have a projected life span less than a bond's maturity will not be financed by the sale of general obligation bonds.
- General obligation bonds or revenue bonds will not be utilized to finance on-going operating expenses.
- The City will determine the least costly financing method for all new projects.
- Maintain a long-term financial plan to address inadequacies in "City managed" infrastructure in unserved areas of the City and progressively add them to the CIP when cost effective and if consistent with long range growth plans.
- Adoption of the CIP shall however maintain a debt management strategy that emphasizes the protection of at least 25-30 percent of the City's debt capacity.
- Develop a plan that addresses competing projects, priorities and timing to meet this objective jointly by soliciting input from the Planning and Zoning Commission to ensure that projects are timely, unduplicated and supportive of long-range plans.
- The issuance of new debt shall not exceed a replacement debt level. (Typically ranging from \$3.0 - \$4.0 million dollars every other year with CFU utilizing the City's bank qualified financing capacity in off bond sale years.)
 - In 2020, budget for a \$3.0 - \$4 million dollar GO bond sale.
 - Not use GO funding towards University Avenue project. Local Option Sales Tax funds and additional road use tax funds received from the state will be used towards this project.
 - Use flood reserve funds for the projects that were identified on the CIP.
- Incorporate when timely, properly planned, safely engineered and financially feasible and design appropriate street and growth concepts in the planning and design of all capital projects.
 - Additional General Fund financial support for annual maintenance expenses to better landscape public roadways should be considered. (Also addressed below in the Annual Budget Financial Policies)
- Adopted FY20 CIP priority projects:

- General Obligation Bonds
 - Bridge & Culvert Replacements (\$.59 million)
 - Cedar River recreation improvements (\$.70 million)
 - Infrastructure oversizing (\$.30 million)
 - School site park & street (\$.73 million)
 - Cedar Heights Drive reconstruction (\$.65 million)
 - Center Street Improvements & Trail (\$.48 million)
 - Greenhill Road extension (\$.65 million)
 - Greenhill Road & South Main intersection improvements (\$1.30)
 - Hudson & West 27th Intersection (\$.38 million)
 - Main Street Reconstruction (\$2.37 million)
 - West 1st Street (\$.64 million)
 - West 12th Street (\$.07 million)
 - Storm water improvements & drainage improvements (\$.19 million)
 - Hearst Center Expansion (\$.70 million)
 - Rec Center Expansion (\$.70 million)
 - Pickle ball and tennis courts (\$.06 million)
 - Project seeding (\$.05 million)
 - Roof additions to park restrooms (\$.03 million)
 - Trails, trail safety repairs, and sidewalks (\$.69 million)
 - Fire bunker gear (\$0.18 million)
 - Fire engine replacement (\$.50 million)
 - Fire training facility (\$.50 million)
 - Issuance expenses (\$0.60 million)
- Total = \$13.06 million

- TIF
 - Ridgeway Avenue bridge replacement
 - Venture Way street extension
 - Hudson Road/Ridgeway intersection
 - Comprehensive Plan & Zoning ordinance updates
 - Entrepreneur incentives
 - Prairie Parkway & Viking Road
 - Ridgeway Avenue Reconstruction
 - US 58 Interchange
 - University Avenue 3rd Phase
 - Viking Road Extension
 - Land Acquisition

- Roundabout landscape improvements
- Landscaping, alleys, brick replacement, wayfinding signage, parking, & utility improvements associated with streetscape improvements in Downtown and College Hill.
- LOST
 - Annual resurfacing
 - Annual reconstruction
 - Seal coat
 - West 1st Street
 - Cedar Heights Drive
 - Center Street improvements
 - Greenhill Road improvements
 - University Avenue
 - Permeable Alley Program
 - Bridges/culverts
 - Main Street Reconstruction
 - West 12th Street
- Sewer Fund
 - WWTP
 - Nutrient Removal/Facility Plan
 - Slipline sewers
 - I&I reduction
 - Dry Run Creek sanitary sewer
 - Oak Park sewer replacement
 - University Avenue
 - West 1st Street
 - Sewer equipment
 - Infrastructure oversizing
 - Facility Master Plan Update
 - Regionalization Study
 - Park Drive Force Main
 - Sewer collection study
 - Lift station pump repairs
- Refuse Fund
 - Refuse trucks
 - Recycling site expansion
 - Compaction equipment
- Road Use Taxes (Street Construction Fund)
 - Street equipment
 - Permeable Alley program
 - University Avenue

- Signalized intersection upgrades
 - Traffic planning studies
- Flood Reserve Fund
 - Cedar River recreational improvements (\$1.0 million)
 - Center Street improvements (\$.5 million)
 - Flood Recovery (\$.3 million)
- Annual Budget Financial Policies
 - Implement the following FY20 budget practices:
 - Continue to maintain the practice of not relying on State operating assistance (including backfill after FY17) by using State aid, if provided, to fund one-time capital expenditures or non-reoccurring expenses.
 - In FY20, if budget reductions are required, all City services should be prioritized. This will allow for the most cost effective use of Federal Aid to pay eligible “essential” service operating expenses as, if the operating expenses are not reoccurring or if more efficient staffing can be achieved.
 - In FY20, continue the practice of reducing City financial aid to outside agencies if funding shortfalls are damaging the provision of essential services. Retain the practice of giving agencies notice annually of the anticipated elimination of funding the following fiscal year.
 - Budget cuts imposed by the State of Iowa have forced State, University, County, School and other non-City service agencies to seek City financial support. Requests for aid from any group will only be considered once annually during the annual budget process. Mid-year requests will be deferred to the next fiscal year unless they are emergency in nature. Financial aid will only be provided if there is not financial hardship on City offered essential services and the services proposed are not duplicated.
 - Applications for City funding support from UNI will only be accepted from the Vice President of Administration and Finance once annually. This process ensures that all UNI projects or programs seeking City financial aid have been approved by UNI management and prioritized.
 - Develop the FY20 budget, limiting tax increases to no more than the rate of inflation for controllable costs.
 - Dedicate future accumulating cash generated by mid-year budget reductions for one-time future expenses such as the Public Safety building, repurposing of City Hall, or other capital projects.

- Dedicate TIF release dollars generated by expired TIF areas to future economic development projects.
- Continue to analyze cost savings initiatives:
 - Evaluate cost-effective alternatives to keep City departments staffed and functional.
 - Continue the review of open positions as they occur.
 - Succession planning.
 - Public Safety Officer (PSO) program and alternative employment practices (e.g. P.O.C or other cross training programs.).
 - Explore sharing services with other jurisdictions.
 - Investigate the concept of a fee for services for public safety responses.
 - Study privatization of select city services.
- City staff members are directed to certify the maximum amount of legally incurred TIF debt annually by December 1st for all completed City and CFU construction work within the Industrial Park TIF District to better position the City and CFU financially.
- Escrow funds annually to pay accrued liabilities. The City will address annually these commitments by budgeting and depositing in a restricted account funds to pay these liabilities when they occur. By policy the City will not unfund these liabilities. (Escrow accounts include severance, payroll, liability insurance, vehicle replacement, data processing, workmen's compensation, long-term disability and all pensions.)
- Implement user fees for specific City services and evaluate the wisdom of implementing State authorized tax levies for statutory services, if the General Funds experiences financial limitations.
- Determine if yard waste collection programs need to be altered or expanded based on the efficiency of material collection, customer satisfaction and general cost efficiency.
 - Re-evaluate City-operated leaf vacuum collection rates to determine if they are set at levels that encourage property owners with small volumes of leaves to compost, mulch or utilize "City" container disposal methods; but ensure that the rate offers a cost effective option for property owners who must dispose of large volumes of leaves.
 - Evaluate how the expansion of the hours of operation for the yard waste drop off site have impacted revenues and expenditures.
 - Continue the City's marketing and public relations program that encourages environmentally safe methods of yard waste disposal and clearly informs

citizens of the rules that must be abided by under the no burning ordinance.

- Review refuse fees to ensure that sufficient revenues exist to cover all costs related to refuse collection.
- Review sewer rental fees to ensure that sufficient revenue exists in the next several years to pay for EPA mandated treatment plant improvements and other sewer projects.
- Review storm water fees to determine if sufficient fees exist to pay for projected storm water costs outlined in the capital improvement program.
- The Cedar Falls Health Trust Fund shall only budget expenditure of interest income generated by the fund minus an interest income contribution into the fund's principal equal to the rate of inflation in health care. Principal should only be used in negotiating a development agreement for a new hospital or a health care provider.
- Interest income generated from the 411 Pension reserve fund shall be used to pay the required City contribution to annual 411 expenses. No portion of the principal shall be used for operating purposes.
- Road Use taxes shall only be deposited in the Street Construction fund with their use limited to street operations and maintenance purposes.
- Additional General Fund financial support for annual maintenance expenses to better landscape public roadways should be considered. (Also addressed above in the Capital Improvements Financial Policies)
- Maintain capital and maintenance reserve accounts generated from user fees set aside to pay for future capital repairs or facility replacement of benefit to the users contributing (examples include the Recreation Center, Aquatic Center, Hearst Center, Beach House, Big Woods Campground and golf courses).
- The CFU transfer made to the City in lieu of property taxes shall be deposited in the General Fund to off-set the cost of supplying City services. Transfer funds shall also be set aside in a capital account to finance various one-time capital projects.
- Require that all outside agencies seeking City financial support submit formal applications that are reviewed by a committee of staff members with recommendations forwarded to the Mayor and City Council regarding timely reporting, performance, public benefit, funding options and service priority.

- Maintain liability, work compensation and health insurance reserves as required by law or policy to support the City's self-insurance programs.
- Continue to monitor if the State of Iowa continues to roll back commercial/industrial taxable values without long-term guaranteed backfill funding.
- Evaluate annually the ability of the Library Board to utilize Community Foundation Trust accounts to support select programs, operations and capital needs.
- Budget TIF qualified SSMID funds collected from Downtown and College Hill properties for payment to Community Main Street and College Hill Partnership rather than payment of City TIF debt.

Long Term & On-going Objectives:

- See financial policies referenced in Organizational Goal 4.
- Continue to return City-owned property to the tax base to support revenue and economic development.

FY20 Detailed Objectives:

- Legislative Priorities:
 - Maintain the strategy of utilizing the aid of various lobbying groups, such as the Iowa League of Cities and the City's own lobbyist to influence legislative action related to municipal issues such as home rule, fiscal flexibility, unfunded mandates, reserve restraints (\$8.10 levy, rollback, 411 pension, etc.). Continue to oppose any changes to tax increment financing laws that would impair its use as an economic development tool and continue to support property tax reform initiatives that eliminate the rollback formula that shifts burdens among classes of property.
- Process Issues:
 - Continue to meet with legislators to increase rapport, gain insight into current legislative directions, and to apprise them of the City's problems with revenue generation, as well as the negative impact of unfunded mandates, tax exempt and rollback legislation. Conduct pre- and post-legislative session meetings with area representatives annually.
 - Continue to contract with a professional lobbyist to represent the interests of the City of Cedar Falls.
- State Issues:
 - Support fully funding the state backfill to local governments pursuant to the

commercial property tax reduction law passed in 2013.

- Support initiatives to control all public pension costs by returning the state funding of a portion of the Municipal Fire and Police Retirement System of Iowa (MFPRSI) and increase employee contribution rates on a “prorated basis”, if needed to maintain a solvent pension system.
- Support initiatives that maintain benefit levels but increase employee contributions to maintain a solvent pension system.
- Support the changing of the 411 Pension vesting period and elimination of the DROP program.
- Support the creation of a State legislative study committee to determine if the creation of a State-wide (standardized/centralized) public employee health insurance program would save taxpayers and public employees money without reducing benefits to employees.
 - Support the elimination of employee healthcare benefits as a mandatory subject of collective bargaining by creating a State system.
- Oppose efforts to eliminate state tax credits that are used for economic development projects including new business development and incumbent business expansion and to preserve historic tax credits.
- Support the state providing additional funding sources and flexible policies related to water, wastewater, and storm water infrastructure to meet the demands of increased environmental regulation for cities.
- Federal Issues:
 - Federal transportation funding support for the Greenhill Road and 1st Street projects.
 - EPA funding for federally mandated treatment plant improvements.
 - Support CFU in securing federal grants to increase regional electrical distribution capacity and development or access to redundant fiber trunk services into the greater metropolitan area.
 - Seek changes in EPA/DNR Rules Interpretation: Currently EPA/DNR staff in the Midwest is improperly interpreting rules related to sewer discharges, particularly during periods of wet weather that can overload treatment plants and collection systems. The result is forcing cities to spend millions of dollars to achieve compliance. The more restrictive federal rule interpretations since 2009 have placed Cedar Falls’ otherwise compliant facilities into a frequent violation status that could dictate extreme sewer system and treatment plant designs to address rare wet weather flows. In essence the EPA/DNR has created a situation where many cities (including Cedar Falls) will be in ongoing violation with no reasonable means to achieve compliance. Communities will be forced into large expenditures that have no relationship to environmental needs or technology rule compliance.
 - Continue to be a party in the Iowa League of Cities law suit against EPA to

seek judicial intervention on rule interpretation detrimental to Cedar Falls.

ORGANIZATIONAL GOAL 5

Preserve the community's physical, human, and aesthetic assets by assuring that "Quality of Life" services are available for the leisure, educational, cultural and personal enrichment of residents.

Supporting Policies:

- Actively support the development of cultural, educational, recreational, and natural features, which make Cedar Falls distinctive.
- Endorse planned community growth, which protects the unique, natural, and historic features of Cedar Falls.

Long Term & On-going Objectives:

- Continue to review and evaluate the ways in which the City and its agencies relate to issues of cultural diversity.

FY20 Detailed Objectives:

- Continue planning for Hearst Center expansion/relocation by first performing a usage study.
- Complete a usage study to determine the viability to continue to design and plan for a Recreation Center expansion
- Complete the following quality of life projects in FY19 – FY20:
 - Implement when financially feasible an enhanced riverfront as a visitor attraction consistent with the Northern Cedar Falls Development Master Plan.
 - Purchase land for future parks in developing areas in association with the Cedar Falls Schools when possible.
 - Assist in the solicitation of grants and development of the Cedar River including dam safety improvements, riverbank improvements, and recreational features.
 - Undertake the second phase of Greenwood Cemetery and Lookout Park Cedar River bank stabilization.
 - Complete the All Play Playground project.
 - Complete the Library Co-Lab project.
 - Pettersen Plaza Redevelopment project.
 - Park Master Plan update.
- Continue to implement portions of the park master plan for the Big Woods Lake, Gateway Park and Cedar City sites in 2020.
 - Make additional improvements at the Big Woods Campground (cabins, playground, and landscaping) as funding becomes available and as floodplain development

ordinances allow.

- Develop and fund from increased hotel/motel tax revenues an annual Street Right-of-Way Beautification Wayfinding signage, bike network signage, and City Entrance Signage & Monument Program.
- Consider recommendations from City staff when alternative designs are appropriate based on safety, roadway efficiency and financially feasible. Typically, these opportunities arise when a street is scheduled for resurfacing or reconstruction allowing the City to address issues involving landscaping, pedestrian movements, transit, bike and vehicular traffic.
- Evaluate portions of the Comprehensive Watershed and Sensitive Lands Study to protect these areas when financially feasible.
- Develop a policy to determine appropriate trails marked for removal of snow and inform public with a map of those trail routes.

ORGANIZATIONAL GOAL 6

Create an environment conducive to economic development.

Supporting Policies:

- Function as a catalyst to encourage and assist businesses to develop and expand in Cedar Falls.
- Continue to support public and private economic development efforts in Cedar Falls and the metropolitan area.

Long Term & On-going Objectives:

- Develop initiatives, when financially feasible, to support the economic development goals contained in the Vision 2025, College Hill Development, Downtown, Northern Cedar Falls Neighborhood Association, University Avenue Corridor District, and Commercial Development plans. Continue to update these plans as needed.
- Implement the long-term plan for the development of future TIF districts. This plan should include ways to acquire land and provide adequate infrastructure utilizing cooperative efforts with other groups and agencies (GCVA, CFU, EDA, IDED and IDOT (RISE) see New Objectives in Goal 1 above).
- Continue the plan for strategic purchases of flood prone properties in a systematic manner to retain viable areas based on quality of infrastructure, elevation and contiguousness.
- Prepare on a project-by-project basis an in-depth analysis of the long-term economic benefits vs. public investment/risk for each private/public cooperative economic development venture. (The analysis must conclude that the long-term financial benefit derived by Cedar Falls taxpayers clearly out-weighs the risk of public financial assets.)

FY20 Detailed Objectives:

- Economic development:
 - Offer the same type of economic development incentives as other cities, in an effort to remain competitive.
 - Continue to utilize TIF increment to acquire land and develop the City owned land into marketable industrial lots.
 - Utilize TIF financing as a means to provide cash incentives to developers and business owners, when the request is consistent with adopted City economic development policies.
 - Provide property tax abatement based on current schedules when the project meets adopted job creation and tax base growth criteria.
 - Redevelopment utilizing TIF financing should be considered for projects on College Hill, in the Downtown, and in northern Cedar Falls.
 - Allocate funds in the budget to expand marketing efforts.
- Comprehensive planning, zoning, engineering and building:
 - Develop a grading ordinance for all new and existing developments.
 - Implement the City's new Comprehensive Plan by maintaining:
 - Design standards that protect urban watersheds by encouraging developers to utilize natural methods of storm water control rather than traditional underground storm water collection and disposal systems.
 - Growth, streets, street connectivity and walkability standards.
 - Encouraging the inclusion of more landscaping on City ROW, if it has a low maintenance expense.
 - Trails and on-road accommodation of bicyclists when safely designed.
 - Develop a revised Cedar Falls Zoning Ordinance. When the ordinance is developed consider:
 - Developing new zoning and traffic control regulations to better control density and parking problems citywide by reducing the number of multiple family and duplex conversions.
 - Requesting that the Planning and Zoning Commission consider new zoning regulation changes that limit or better control the conversion of single-family properties to rental uses as a means of protecting neighborhood stability and character.
 - Requesting that the Planning and Zoning Commission develop new zoning regulations, policies and land use plans that restrict development of non-profit uses on prime commercial sites along arterial streets.
 - A Zoning Ordinance (and Subdivision Ordinance) that better accommodates features that encourage mixed uses, variable building setbacks, walkability,

sustainability and street concepts.

- Requesting that the Planning and Zoning Commission develop as a part of the new zoning ordinance zoning map areas that are pre-zoned.
 - Select properties for residential development and pre-zone them, in an effort to speed the developmental process, identify neighborhood concerns and form developmental limitations in respond to founded neighborhood concerns.
- Consistent with the Comprehensive Plan support the annexation of additional lands into the City if requested by property owners to support community growth and development.
- Code enforcement and neighborhood preservation:
 - Evaluate annually the performance of the formally adopted the Landlord Accountability Ordinance (LOA).
 - Implement traffic and parking controls City-wide based on the results of community meetings, test cases and specific structural or safety limitations (street width, density, traffic flow and safety).
 - Enforce laws prohibiting illegal parking on private property (front yards and non-conforming lots).
 - Enforce over-occupancy regulations.
 - Continue to utilize parking restrictions on all streets less than 31' in width, based on the need for public safety vehicle accessibility.
 - Analyze, when appropriate, the use of traffic calming devices to solve neighborhood traffic concerns.
 - Maintain a Targeted Minimum Property Maintenance Code Enforcement Program. (Also addressed in Goal 3, FY20 Detailed Objectives.)
 - Consider and implement appropriate ordinances discussed by the Single Family Conversion taskforce that limits the number of converted single family home in neighborhoods.
- Continue to seek ways in which to promote affordable housing including:
 - Review of City construction standards.
 - Determine if existing older homes can provide a market for affordable housing demand.
 - Target potential developers with RFPs if federal or state grants can be secured.
 - Continue a private/public partnership with Habitat for Humanity developing undeveloped or city-owned lots.

- Commercial and Office Development:
 - Support the private development of commercial (retail & wholesale), professional office and industrial expansions to improve the City's residential to commercial/industrial land use mix from an 80/20 assessed value split to a 50/50 assessed value split.
 - Consider development of diagonal on street parking within neighborhoods when it is structurally feasible and results in increased parking in areas where deficiencies exist.
 - Develop Commercial and Business Park Plans along the Relocated Highway 20 corridor and establish a new urban renewal area if appropriate.
 - Support the annexation of property south of US Highway 20, which can be immediately serviced with Cedar Falls water, sewer, police and fire protection, if petitioned by the property owner and establish a new urban renewal area if appropriate
 - Study the future use, ownership and corporate jurisdiction of land along the Highway 20 corridor, including cooperative arrangements with the City of Hudson if petitioned by property owners for annexation.
 - College Hill:
 - Continue to evaluate the impact of the College Hill Overlay District on surrounding neighborhoods.
 - Northern Cedar Falls:
 - Support the development of commercial uses in the NE corner of Lone Tree Road and Center Street and at the Lone Tree Road interchange.
 - Downtown:
 - Develop a downtown parking plan that maximizes the number of on-street and public parking lot spaces in FY19 and consider a pay-for-parking study. Utilize diagonal on street parking when it is structurally feasible and resulting in increased parking in areas where deficiencies exist.
- Industrial Development:
 - Create a new urban renewal area by acquiring additional land in areas that are attractive to the private sector for industrial development yet can be efficiently developed at a low public cost.
 - Reserve TIF increment capacity to allow for the payment of debt incurred by the cooperative construction of an interchange at Viking Road and US 58 between the City and IDOT.
 - Continuing to aggressively repay Industrial Park TIF debt owed to the City debt service, economic development and capital project funds.
 - Annually consider repaying eligible CFU expenses (if excess TIF revenues exist) for projects they have completed in City TIF districts subject to CFU maintaining a

fair and updated annual transfer that equitably compensates the City for return on investment from City ownership, property taxes, franchise fees and use of ROW.

- Sartori site:
 - Plan for the redevelopment of the Sartori site using current health trust fund monies.
 - Organize a staff and council committee to determine options and best uses for that site.
- Flood control, storm water, sanitary sewer and water improvement priorities:
 - Complete the river levee upgrade to a 500-year protection level project in FY19. Key areas of improvement will include:
 - Protection of the sewage treatment plant.
 - Protection of CFU (CFU project).
 - Connection of levee walls adjacent to the Western Home (addressed as a part of the CFU levee work).
 - Repair select weakened subsurface at the toe of the existing levee.
 - Complete select “priority” waste water treatment system improvements:
 - Increase sewer rental fees to cover costs of sewer infrastructure improvements.
 - Seek a judicial solution to EPA changes in rules interpretations or begin designing a treatment upgrade, prepare a financing plan, pre-set sewer rental rates and sell bonds to finance the project.
 - Seek federal grants to fund a portion of the project mandated by EPA, during the Alliance visit to Washington D.C.
- Street Improvement priorities:
 - Develop cooperative agreements with the IDOT to improve the following streets using Road Use revenues, Local Option Sales tax revenues, and General Obligation bonds, if necessary:
 - University Avenue (US58 to east city limits) – 2016-2020 construction.
 - 1st Street (Hudson Road to Main Street) – Consider a cooperative agreement similar to the project completed with the IDOT from Hudson Rd. to Union Rd. for construction in 2019-2021. (The majority of the City’s match for the project will be financed with Local Option Sales tax revenues supplemented with General Obligation bonds, if available, for any expanded initiatives designed into the project.)

ORGANIZATIONAL GOAL 7

Select, train, motivate and retain highly qualified employees who represent the City in a professional manner.

Supporting Policies:

- Provide an employee wage and benefit schedule that is competitive with other municipalities in the state of Iowa and private enterprise in the metro area.
- Maintain clear lines and methods of communication between policy makers and staff.
- Treat employees with respect and expect, in turn, that they will treat citizens with respect.
- Encourage and support management and supervisory employees to be creative and innovative.
- The council supports the process of continuous quality improvement in the city government.

Long Range & On-going Objectives:

- Continue to monitor the ability to attract and maintain quality staff.
- Maintain and adequately finance a merit pay system that rewards superior performance in an effort to retain key employees
- Expand public safety officer program and other cross-training programs for employees to improve service without increasing staffing.
- Seek methods of reducing the cost of employee health insurance by altering benefits, seeking greater financial contribution from employees and modify methods of employee health service delivery.

FY20 Detailed Objectives:

- Continue to evaluate whether to fill an opening or proposed newly created position.
- Identify and implement opportunities to restructure, merge, or eliminate unnecessary positions when retirements or vacancies occur.
- Continue to update the city's employment strategies by developing and maintaining multi-year staffing and succession plans.
- Implement and keep up to date the comprehensive pay plan study that was completed in FY18.
- Complete the review of all non-union job classifications in FY19.
- Encourage all employees to utilize the City's wellness program.
- Update the staffing plan to address the impacts of employment attrition, retirements and the use of part-time, PSO's, POC's, reserves, volunteers or other cross training programs to respond to long-term staffing needs.

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FY20 FINANCIAL IMPACT AND POLICY SUMMARY

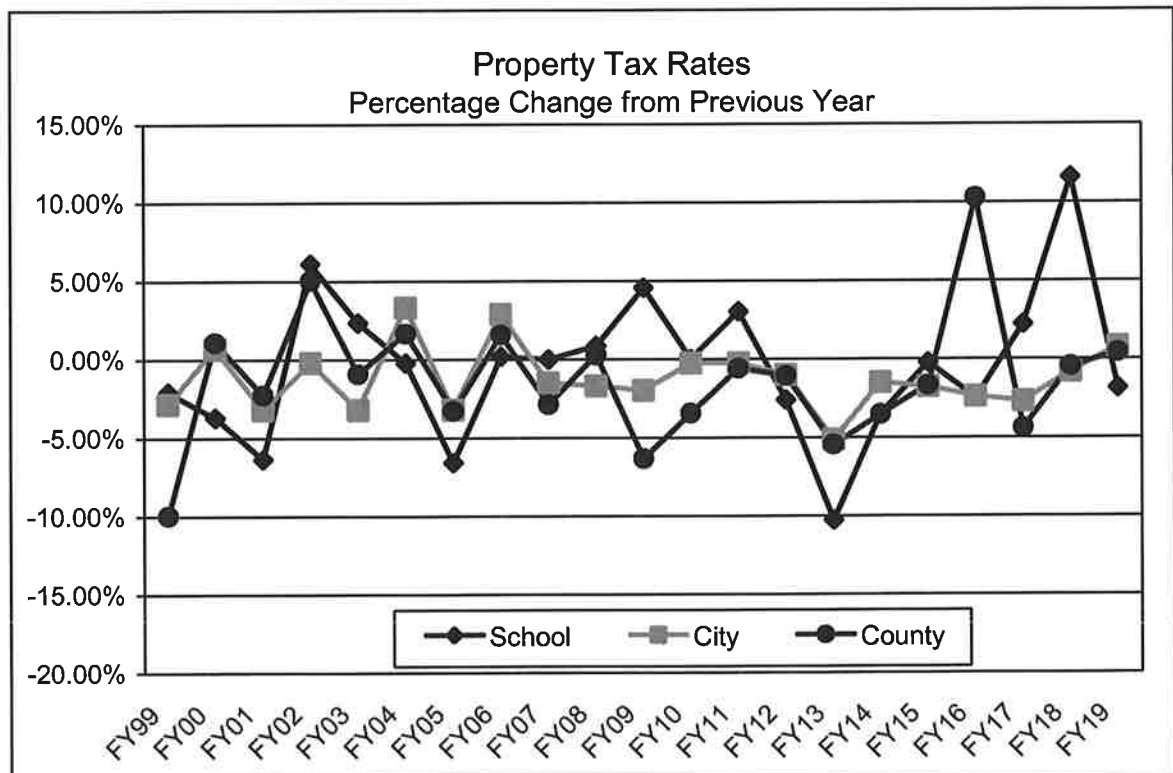
I. IMPACT ON PROPERTY TAX LEVIES

A. Property Tax Rate Change

FY19	\$ 11.22 /\$1,000 taxable value
FY20	\$ 10.95 /\$1,000 taxable value
% Decrease	-2.41 %

B. Property Tax Change Adjusted for New Construction Activity

There was a \$101 million dollar growth in assessed values. There was a \$26 million increase in commercial, industrial and multi-residential properties. There was a \$75 million increase in residential properties, which combined with the increase in the residential rollback factor, caused taxable valuations on residential properties to increase by \$74 million. Overall, taxable valuations grew by \$118 million.



C. FY20 Impact on Residential and Commercial Property Taxes Levied

	Residential	Commercial	Industrial	Multi-Residential
1. <u>FY19 Taxes:</u>				
Value	\$ 100,000	\$ 500,000	\$ 1,000,000	\$ 500,000
Rollback Value (Res. 55.6209%) (Com. 90%) (Multi-Res 78.75%)	55,621	450,000	900,000	393,750
Tax Rate (\$1,000 Value)	11.22	11.22	11.22	11.22
Taxes Paid FY19	\$ 624.07	\$ 5,049.00	\$ 10,098.00	\$ 4,417.88
2. <u>FY20 Taxes:</u>				
Value	\$ 100,000	\$ 500,000	\$ 1,000,000	\$ 500,000
Rollback Value (Res. 56.918%) (Com. 90%) (Multi-Res 75.00%)	56,918	450,000	900,000	375,000
Tax Rate (\$1,000 Value)	10.95	10.95	10.95	10.95
Taxes Paid FY20	\$ 623.25	\$ 4,927.50	\$ 9,855.00	\$ 4,106.25
3. Change in Taxes Paid	\$ (0.81)	\$ (121.50)	\$ (243.00)	\$ (311.63)
Percentage Change*	-0.13%	-2.41%	-2.41%	-7.05%

*State mandated changes in the commercial, industrial and multi-residential rollbacks have arbitrarily created a property tax burden shift. The shift decreases the taxes paid by commercial and industrial properties and shifts those payments onto residential properties. The additional taxation placed on residential properties by this State mandate are outside of City control.

D. Property Tax Distribution By Department

The distribution of property taxes to service areas is shown in the following charts. The charts show the distribution for the total levy and restricted \$8.10. The majority of the property taxes paid are directed to the Public Safety department and Park & Recreational Services. These percentages are not unusual in Iowa, however the \$8.10 may negatively affect essential services.

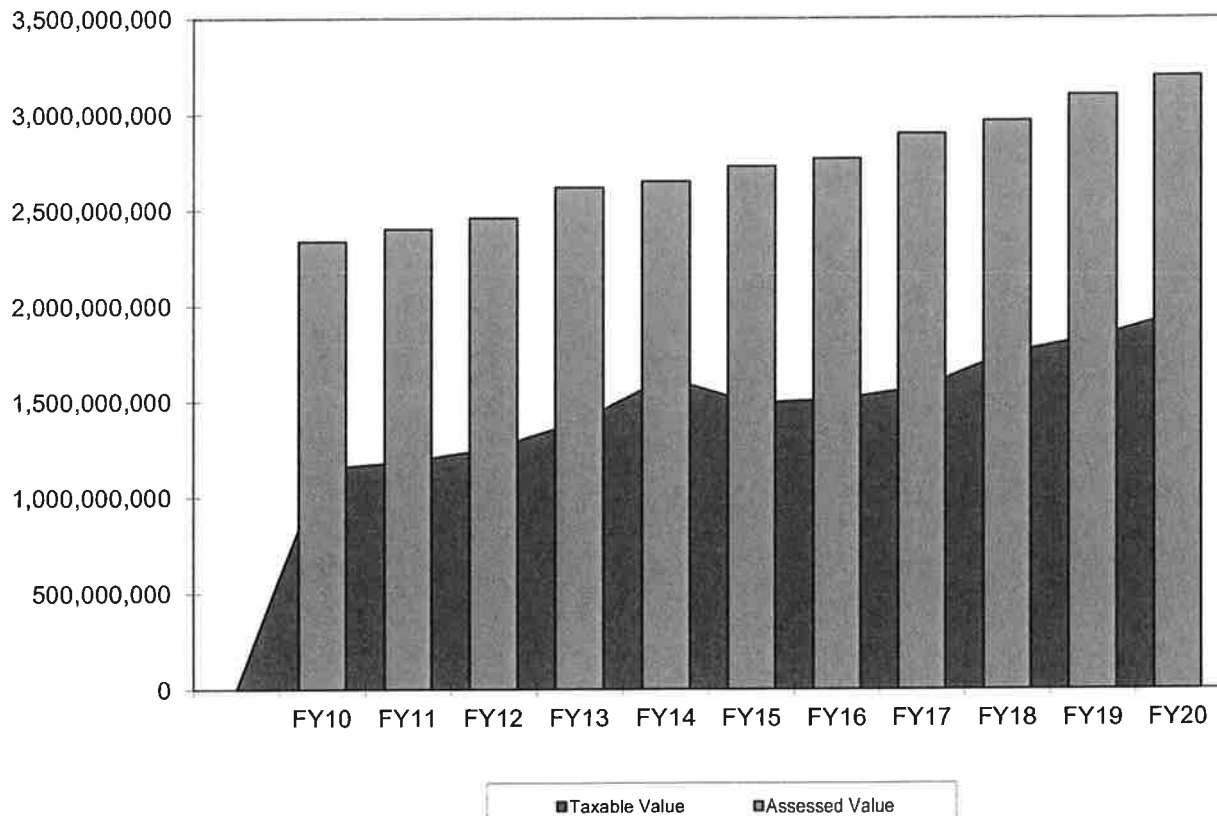
**PROPERTY TAX VALUATIONS
CITY OF CEDAR FALLS, IOWA
FY10 - FY20**

Year	Taxable Value	Percent Change	\$8.10 Limit	\$8.10 Change	100% Value	Percent Change	Debt Limit	Debt Limit Change	Year
FY10	1,150,078,051	4.71%	9,315,632	419,440	2,336,646,915	3.74%	116,832,346	4,211,250	FY10
FY11	1,185,969,161	3.12%	9,606,350	290,718	2,402,107,961	2.80%	120,105,398	3,273,052	FY11
FY12	1,254,821,347	5.81%	10,164,053	557,703	2,458,320,459	2.34%	122,916,023	2,810,625	FY12
FY13	1,393,511,204	11.05%	11,287,441	1,123,388	2,618,319,843	6.51%	130,915,992	7,999,969	FY13
FY14	1,622,862,335	16.46%	13,145,185	1,857,744	2,650,433,900	1.23%	132,521,695	1,605,703	FY14
FY15	1,490,616,188	-8.15%	12,073,991	(1,071,194)	2,729,240,639	2.97%	136,462,032	3,940,337	FY15
FY16	1,509,722,828	1.28%	12,228,755	154,764	2,769,405,368	1.47%	138,470,268	2,008,236	FY16
FY17	1,569,292,287	3.95%	12,711,268	482,513	2,897,854,208	4.64%	144,892,710	6,422,442	FY17
FY18	1,750,040,895	11.52%	14,175,331	1,464,064	2,965,854,183	2.35%	148,292,709	3,399,999	FY18
FY19	1,832,652,499	4.72%	14,844,485	669,154	3,099,765,282	4.52%	154,988,264	6,695,555	FY19
FY20	1,950,451,511	6.43%	15,798,657	954,172	3,195,848,285	3.10%	159,792,414	4,804,150	FY20

In FY97 there was a dramatic decrease in the residential rollback. Since then the rollback factor continued to decline until FY10 when it started increasing slightly each year. The rollback factor on residential increased to 56.92% for FY20. Even though the rollback continues to strip away taxable value and shift tax burdens, Cedar Falls has been fortunate to have increased valuations over the past ten years. There was a 3.10% increase in assessed valuations for FY20.

taxvalue20

Taxable Valuations FY10-FY20 City of Cedar Falls

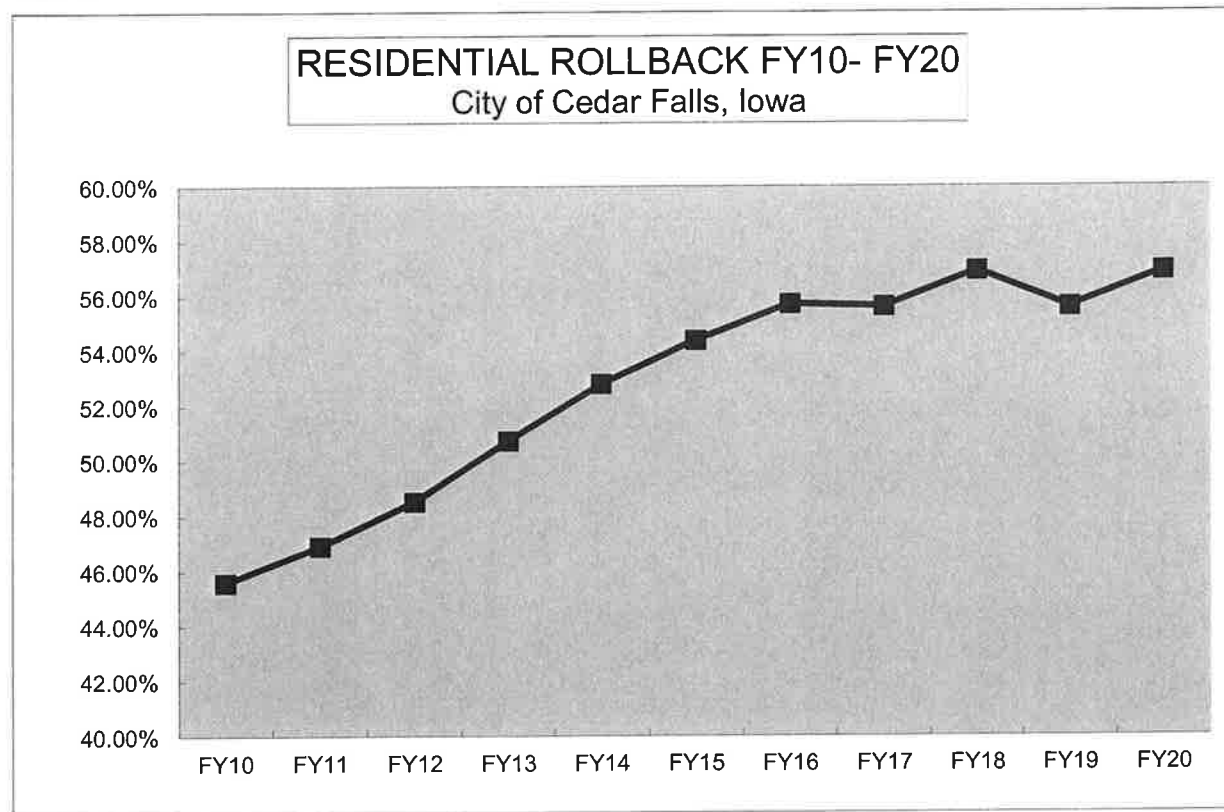


Year	Taxable Value	Assessed Value
FY10	1,150,078,051	2,336,646,915
FY11	1,185,969,161	2,402,107,961
FY12	1,254,821,347	2,458,320,459
FY13	1,393,511,204	2,618,319,843
FY14	1,622,862,335	2,650,433,900
FY15	1,490,616,188	2,729,240,639
FY16	1,509,722,828	2,769,405,368
FY17	1,569,292,287	2,897,854,208
FY18	1,750,040,895	2,965,854,183
FY19	1,832,652,499	3,099,765,282
FY20	1,950,451,511	3,195,848,285

The last ten years have provided a steady growth trend in assessed valuations. In addition, FY19 was the first year that assessed values exceeded \$3 billion.

For FY20, assessed values increased by \$96,083,003. Taxable values increased by \$117,799,012.

Resroll

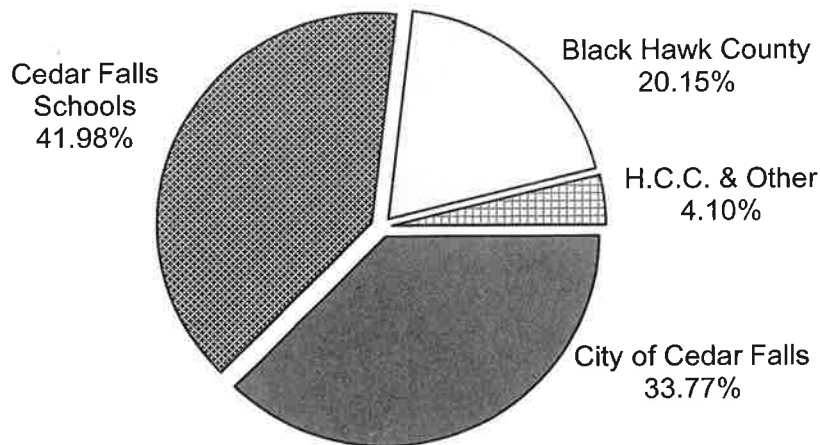


YEAR	PERCENTAGE RESIDENTIAL ROLLBACK
FY10	45.59%
FY11	46.91%
FY12	48.53%
FY13	50.75%
FY14	52.82%
FY15	54.40%
FY16	55.73%
FY17	55.63%
FY18	56.94%
FY19	55.62%
FY20	56.92%

The rollback increased for FY20. It is still lower since the 1980's when residential rollback was at 80%. This has a major impact on Cedar Falls whose tax base is 75% residential.

Ptax19

**Percentage of Total Tax Rate
Fiscal Year 2019**



**Percentage of Total Tax Rate
Fiscal Year 2019**

Governmental Body	Amount	Percent
City of Cedar Falls	\$11.22	33.77%
Cedar Falls Schools	13.95	41.98%
Black Hawk County	6.69	20.15%
H.C.C. & Other	1.36	4.10%
Total	\$33.22	100.00%

Distribution of the total property tax levy varies annually. The most recent shift is reflective of the \$8.10 levy limitations and the implementation of the public school educational support levy.

Historically, the City has been the largest user of property taxes. In FY98, FY99, FY00, FY01, FY02, FY04, FY05, FY06, FY07, FY08 and FY09 the City was the largest user because the school system receives substantial state aid subsidies to off-set property tax income losses. In FY03, FY10 - FY19 the City dropped below the school's due to a decrease in the City's debt service levy and implementation of special school levies.

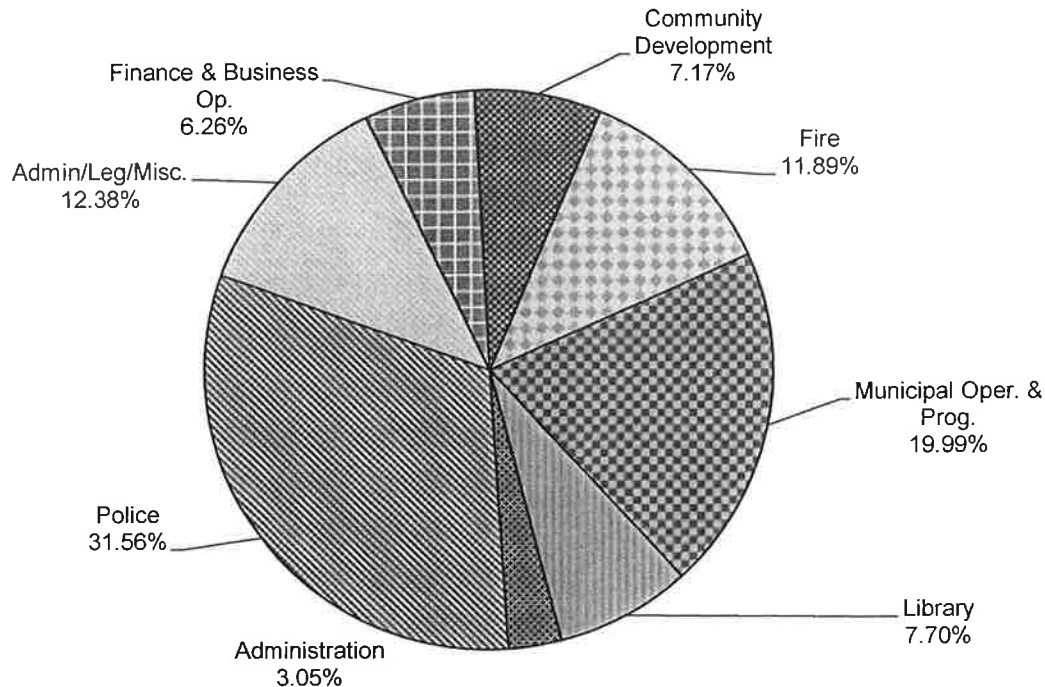
Tax20lev

**CITY OF CEDAR FALLS
ACTUAL PROPERTY TAX SUPPORT
FY20**

Department Division or Fund	Property Tax Support	Percent Of \$8.10 Levy	Percent Of Total Levy	Support Per \$1000 Value	Cost Per Resident
ADMIN/LEG/MISC	\$1,955,662	12.38%	9.12%	\$1.00	\$49.81
MAYOR'S OFFICE	\$218,455	1.38%	1.02%	\$0.11	\$5.56
CITY ADMINISTRATOR	263,649	1.67%	1.23%	0.14	6.72
FINANCE & BUSINESS OPER:	\$2,207,717	13.98%	10.31%	\$1.13	\$56.23
Financial Services	603,526	3.82%	2.82%	0.31	15.37
Legal Services	302,163	1.91%	1.41%	0.15	7.70
Public Records	85,077	0.54%	0.40%	0.04	2.17
Street Lighting	0	0.00%	0.00%	0.00	0.00
Library Services	1,216,951	7.70%	5.68%	0.62	31.00
COMMUNITY DEVELOPMENT	\$1,131,718	7.17%	5.28%	\$0.58	\$28.83
Administration	165,097	1.04%	0.77%	0.08	4.21
Engineering	528,403	3.34%	2.47%	0.27	13.46
Inspection Services	221,555	1.40%	1.03%	0.11	5.64
Planning & Community Services	216,663	1.37%	1.01%	0.11	5.52
MUNICIPAL OPER. & PROGRAMS	\$3,158,407	19.99%	14.74%	\$1.62	\$80.45
Administration	231,113	1.46%	1.08%	0.12	5.89
Cultural Services	239,052	1.51%	1.12%	0.12	6.09
Cemetery Section	160,422	1.02%	0.75%	0.08	4.09
Golf Section	10,023	0.06%	0.05%	0.01	0.26
Park Section	1,324,194	8.38%	6.18%	0.68	33.73
Recreation Serv.	594,436	3.76%	2.78%	0.30	15.14
Public Buildings	599,166	3.79%	2.80%	0.31	15.26
PUBLIC SAFETY SERVICES	\$6,865,082	43.45%	32.05%	\$3.52	\$174.86
Fire	1,878,747	11.89%	8.77%	0.96	47.85
Police	4,986,334	31.56%	23.28%	2.56	127.01
SUB-TOTAL	\$15,800,690	100.00%	73.75%	\$8.10	\$402.46
DEBT SERVICE	888,720	N/A	4.15%	0.43	22.64
TRUST & AGENCY	3,095,450	N/A	14.45%	1.59	78.84
LEVY-LIABILITY INS.	256,690	N/A	1.20%	0.13	6.54
LEVY-MET TRANSIT	418,390	N/A	1.95%	0.20	10.66
LEVY-CF BAND	35,000	N/A	0.16%	0.02	0.89
LEVY-EMA	398,090	N/A	1.86%	0.21	10.14
LEVY-LIBRARY	527,890	N/A	2.46%	0.27	13.45
TOTAL	\$21,420,920	100.00%	100.00%	\$10.95	\$545.62

Tax20lev

FY20 Property Tax General Fund

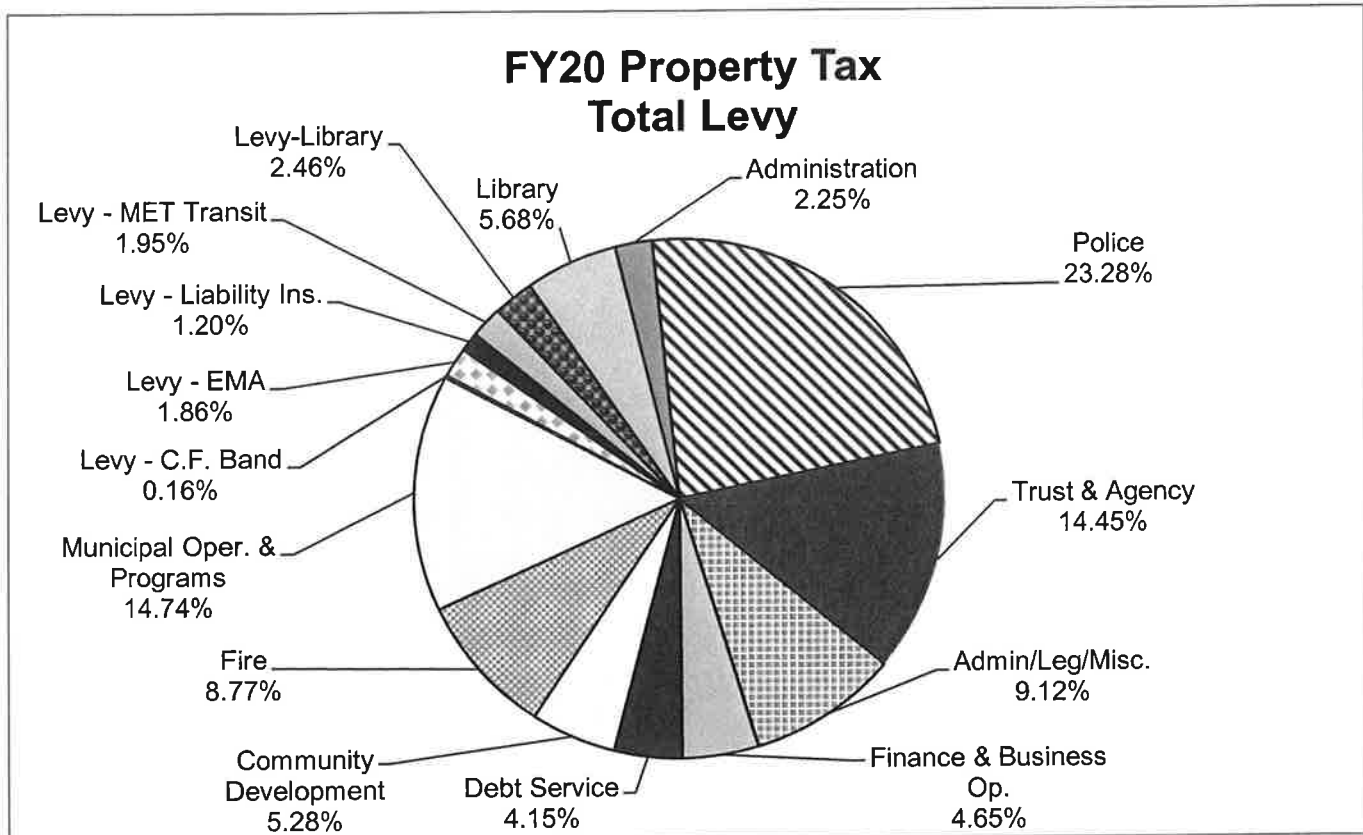


CITY OF CEDAR FALLS Property Tax Impact General Levy FY20

Department	Percent of General Levy Property Tax	General Levy Property Tax Per \$1,000
Admin/Leg/Misc.	12.38%	\$1.00
Finance & Business Op.	6.26%	0.51
Community Development	7.17%	0.58
Fire	11.89%	0.96
Municipal Oper. & Prog.	19.99%	1.62
Library	7.70%	0.62
Administration	3.05%	0.25
Police	31.56%	2.56
GENERAL LEVY	100.00%	\$8.10

These charts depict where funds within the \$8.10 levy are allocated. Direct revenues attributable to the activity areas are deductible from operations costs, and the activity areas are credited with pro-rated indirect revenue.

The majority of these restricted levies (71.14%) are devoted to Fire (11.89%), Police (31.56%), Library (7.70%) and Municipal Operations & Programs (19.99%) departments.



Department or Fund	Percent of Total Levy Property Tax	Total Levy Property Tax Per \$1,000
Admin/Leg/Misc.	9.12%	\$1.00
Finance & Business Op.	4.65%	0.51
Debt Service	4.15%	0.43
Community Development	5.28%	0.58
Fire	8.77%	0.96
Municipal Oper. & Prog.	14.74%	1.62
Levy - C.F. Band	0.16%	0.02
Levy - EMA	1.86%	0.20
Levy - Liability Ins.	1.20%	0.13
Levy - MET Transit	1.95%	0.21
Levy - Library	2.46%	0.27
Library	5.68%	0.62
Administration	2.25%	0.25
Police	23.28%	2.56
Trust & Agency	14.45%	1.59
TOTAL LEVY	100.00%	\$10.95

The majority of all property taxes paid goes to the Public Safety, Debt Service, employee benefits, and the Municipal Operations & Programs Department.

The percentages shown are not uncommon among Iowa cities. However, the charts clearly illustrate that property taxes have been directed toward a group of services.

Tax20lev

CITY OF CEDAR FALLS
Property Tax Impact
Total Levy
FY20

Department Division or Fund	Property Tax Support	Percent of Total Levy	Support Per \$1,000 Value	Cost Per Resident
ADMIN/LEG/MISC	\$2,658,959	12.42%	\$1.36	\$67.73
MAYOR'S OFFICE	\$230,866	1.08%	\$0.12	\$5.88
CITY ADMINISTRATOR	298,641	1.39%	0.15	7.61
FINANCE AND BUS. OPERATIONS:	\$2,959,696	13.82%	\$1.51	\$75.39
Financial Services	667,930	3.12%	0.33	17.01
Legal Services	324,213	1.51%	0.17	8.26
Public Records	113,282	0.53%	0.06	2.89
Street Lighting	0	0.00%	0.00	0.00
Library Services	1,854,270	8.66%	0.95	47.23
COMMUNITY DEVELOPMENT:	\$1,386,751	6.47%	\$0.71	\$35.32
Administration	179,910	0.84%	0.09	4.58
Engineering	647,363	3.02%	0.33	16.49
Inspection Services	307,080	1.43%	0.16	7.82
Planning & Community Services	252,398	1.18%	0.13	6.43
MUNICIPAL OPERATIONS & PROG:	\$3,444,242	16.08%	\$1.77	\$87.73
Administration	280,994	1.31%	0.14	7.16
Cultural Services	260,040	1.21%	0.13	6.62
Cemetery Section	185,869	0.87%	0.10	4.73
Golf Section	10,023	0.05%	0.01	0.26
Park Section	1,408,111	6.57%	0.72	35.87
Recreation Serv.	685,095	3.20%	0.35	17.45
Public Buildings	614,109	2.87%	0.31	15.64
PUBLIC SAFETY SERVICES	\$9,553,047	44.60%	\$4.90	\$243.33
Fire*	3,032,485	14.16%	1.55	77.24
Police*	6,520,561	30.44%	3.34	166.09
DEBT SERVICE	\$888,720	4.15%	\$0.43	\$22.64
TOTAL	\$21,420,920	100.00%	\$10.95	\$545.62

* Includes allocation of Police and Fire retirement levy.

II. TRUST AND AGENCY FUND

A. Impact on Property Taxes

Municipal Fire and Police Retirement System of Iowa (MFPRSI)

Due to increases in retirement wages and fluctuating interest rates, the City will continue to levy property taxes for the 411 pension in FY20 for the amount of expenses exceeding interest income from excess reserves

Property Tax Support for 411 Pension Expenses

Fiscal Year	% of Coverage	Property Tax
1997	17.00%	\$ -0-
1998	17.00%	\$ 142,930
1999	17.00%	\$ 135,010
2000	17.00%	\$ 186,980
2001	17.00%	\$ 170,130
2002	17.00%	\$ 167,420
2003	17.00%	\$ 188,140
2004	20.48%	\$ 333,660
2005	24.92%	\$ 525,830
2006	28.21%	\$ 664,320
2007	27.75%	\$ 761,040
2008	25.48%	\$ 704,820
2009	18.75%	\$ 467,270
2010	17.00%	\$ 413,880
2011	19.90 %	\$ 566,920
2012	24.76 %	\$ 926,310
2013	26.12 %	\$ 1,047,080
2014	30.12 %	\$ 1,362,200
2015	30.41 %	\$ 1,820,580
2016	27.77 %	\$ 1,450,210
2017	25.92 %	\$ 1,413,390
2018	25.68 %	\$ 1,459,270
2019	26.02 %	\$ 1,608,410
2020	24.41 %	\$ 1,497,800

In FY20, the contribution rate will be 24.41%. The rate has fluctuated greatly over the last seventeen years and causes property tax burdens. Even though the percentage is based on actuarial assumptions, the employer has had to bear the burden of the increase while the employee's contribution rate remained unchanged and the state's contribution has ended. If the State of Iowa Legislature wishes to control property tax increases, it is imperative that they pass legislation that increases employee contributions and the state needs to honor its role in paying for more of the 411 costs as it did in prior years.

Iowa Public Employees' Retirement System (IPERS)

IPERS did not request from the Iowa legislature a contribution rate increase for regular members. However, the City is supportive of IPERS increasing their rates, if necessary, and agrees that the increase should be shared between employer and employee. For FY20, the employer's contribution will remain the same at 9.44% and the employee's contribution rate will also remain the same at 6.29%.

III. PERSONNEL ISSUES

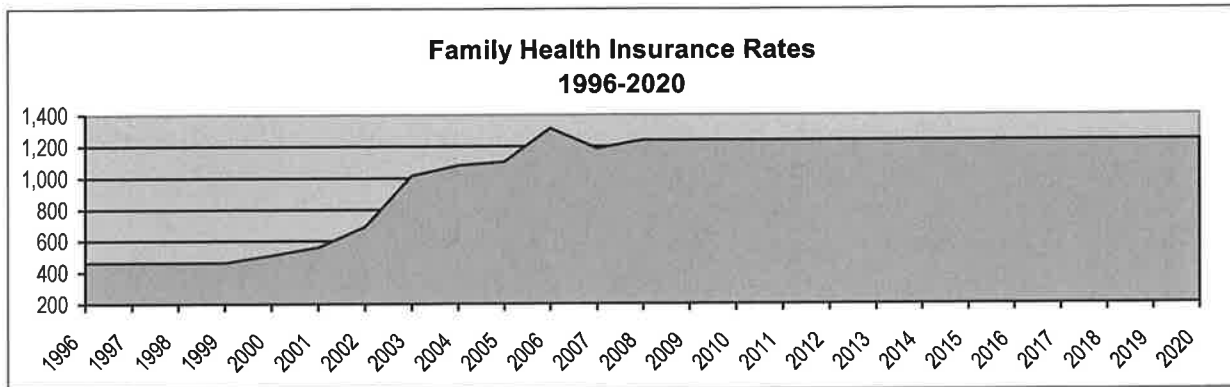
- A. Salary Adjustments:** Since all three bargaining groups settled five-year contracts in FY17, salary adjustments have been included in the FY20 budget.
- B. Health Insurance:** A 36.5 percent increase in the employee health insurance is recommended for FY19 based on estimates from the City's 3rd party actuarial firm, however this does not take in consideration for reserves. The increase is based on the fact that medical and prescription drug inflation rates remain high and there have been significant losses in the fund for the past few years. In FY20, a 0% increase in health insurance is budgeted. For FY18, the City's contribution actually decreased since the bargaining groups agreed to increase the employee's share of the contribution by \$15/month for both single and family plans. These contribution amounts will remain the same for FY19 and FY20.

In FY03, original estimates from the City's 3rd party actuarial firm recommended a 65% increase in health insurance. In an attempt to keep future health care costs down, the City worked with the collective bargaining units to implement an alternative plan option, which increased deductibles and out-of-pocket maximums.

In an effort to continue to hold down health insurance increases, the City implemented a 4-tier prescription plan effective for FY07. The City also moved from two health plans to one.

The City continues to look for ways to reduce health insurance costs and to try and increase the employee's share of the costs. Unfortunately collective bargaining and the federal Health Care Reform Act provide limitations on how much the employees can contribute to health insurance coverage. Under the Health Care Reform Act, increases in co-payments, deductibles, and out-of-pocket maximums cannot exceed the medical CPI plus 15%. The employee's contribution cannot change by more than 5 percentage points. These limitations will force the City and property tax payers to continue to bear most increases in health insurance costs.

The table and chart below shows the history of health insurance rates for the past twenty-four years.



Fiscal Year	Single Rate	% Diff.	Family Rate*	% Diff.
1996	160.21	0.00	463.27	0.00
1997	160.21	0.00	463.27	0.00
1998	160.21	0.00	463.27	0.00
1999	160.21	0.00	463.27	0.00
2000	176.23	10.00	509.60	10.00
2001	193.85	10.00	560.56	10.00
2002	238.44	23.00	689.49	23.00
2003*	350.96	47.19	1,014.85	47.19
2004*	373.77	6.50	1,080.82	6.50
2005*	437.31	17.00	1,103.52	2.10
2006*	534.40	22.20	1,314.29	19.10
2007	412.50	(22.81)	1,187.38	(9.66)
2008	430.32	4.32	1,238.72	4.32
2009	430.32	0.00	1,238.72	0.00
2010	430.32	0.00	1,238.72	0.00
2011	430.32	0.00	1,238.72	0.00
2012	430.32	0.00	1,238.72	0.00
2013	430.32	0.00	1,238.72	0.00
2014	430.32	0.00	1,238.72	0.00
2015	430.32	0.00	1,238.72	0.00
2016	430.32	0.00	1,238.72	0.00
2017	430.32	0.00	1,238.72	0.00
2018	430.32	0.00	1,238.72	0.00
2019	430.32	0.00	1,238.72	0.00
2020	430.32	0.00	1,238.72	0.00
Increase FY96-FY20	270.11	168.60%	775.45	167.39%

* This is a blended (weighted-average) family contribution rate. From FY03 to FY06, employees had a choice between Plan A or Plan B. Plan B had a lower employee contribution, but higher deductibles and out-of-pocket maximums. Starting in FY07, employees may only choose from Plan B.

- C. Performance Pay:** Non-union employees may earn salary increases in FY20 based on performance. These adjustments will have a wide range depending on the employee's evaluation, job classification adjustments and relative location in their respective pay band.
- D. Employment:** During FY19, all departments evaluated their current staffing levels to ensure that there is adequate staffing for the current workload levels. For the FY20 budget, staffing additions have been included as a result of this analysis. In Administration, one full-time communication specialist position was added. This position will be performing public relations functions for the city and work with all departments in proactively promoting the city. For the Finance & Business Operations Department, two additional part-time parking enforcement positions were added to the parking section to increase parking enforcement. This was a recommendation as part of the parking study that was performed. The City is also moving ahead with hiring a part-time position to help oversee the community center facility and is replacing three part-time positions in the Cable TV section with one full-time position. In the Community Development Department, one additional part-time seasonal building inspector position has been budgeted. This is in anticipation of increased building activity. A full-time code enforcement position was added to the inspection services budget. The police officer that was performing code enforcement duties will return to police shift. The city is hoping that having a dedicated position to code enforcement will help that area run more efficiently. The Water Rec division has already moved ahead with replacing two part-time maintenance workers with one full-time maintenance worker. In the Municipal Operations & Programs Department, the fitness coordinator position was increased from part-time to full-time in the Recreation budget for FY20. In the Visitors & Tourism budget, an additional full-time coordinator position has been added to the FY20 budget. The city anticipates this position taking over for the manager position once the current manager retires. This will help in a smoother transition in this division and then the position will not be budgeted in future budgets. This department has also added a part-time assistant position in the Cultural section, replaced two part-time maintenance workers in the buildings/traffic section to one full-time maintenance worker position, and has upgraded one part-time position in the Refuse section to full-time. Finally, in the Public Safety Services Department, two additional public safety officer positions are being budgeted in FY20, in addition to the five public safety officer positions budgeted in FY19 in anticipation of vacancies in the department due to retirements and other resignations. It takes approximately 9-12 months for an officer to be fully trained so by hiring these positions ahead, the City can get officers out on the street faster. As attrition occurs, these positions will then be eliminated in future budgets.

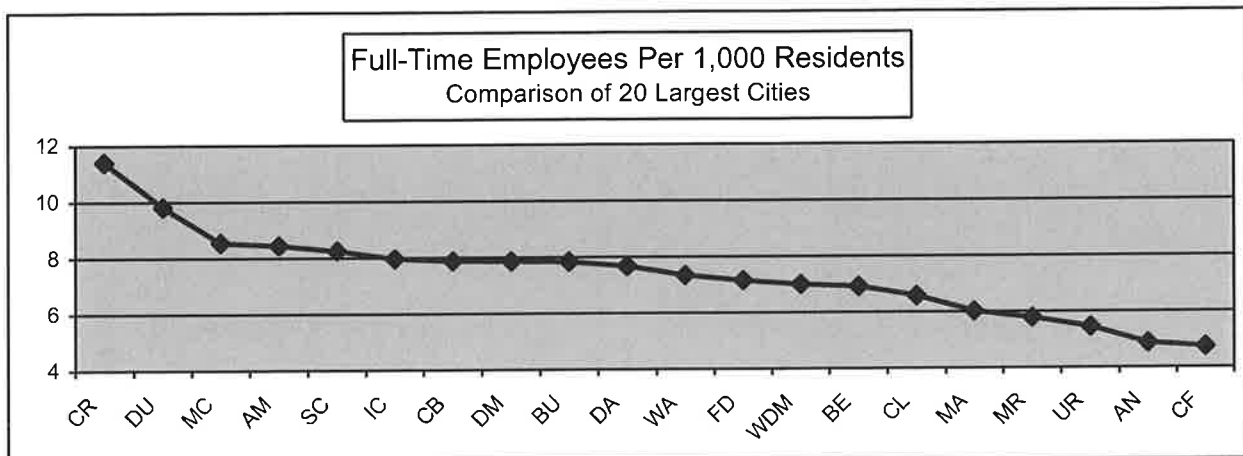
- E. Future Employment:** As operating costs continue to rise, revenues especially in the area of property taxes, road use taxes, and governmental programs may be reduced or limited. Therefore, the City is constantly evaluating its employment levels.

If a position becomes vacant, the Mayor, City Administrator, and the Department Directors will analyze the need for the position based on staffing needs and other appropriate factors. When a position becomes vacant the affected department must review the open position and perform a financial evaluation of the employment costs and the availability of funds to finance the position in the short and long-term. Four steps must be used in this evaluation in sequential order:

1. Determine the impact of services if the position was terminated.
2. Determine the impact on services if the position was filled with part-time labor.
3. Determine the impact on services if the position was downgraded to lowest possible classification.
4. Determine the need to fill the position at fully authorized classification.

The written evaluation is provided to the Department Directors and City Administrator. If approved, then the Mayor decides if approval will be given. This analysis will continue into FY20.

- F. Total Employee Salary & Benefit Impacts:** The total budget increase for all employees salary and benefit is \$888,230 from FY19. This increase is due to the negotiated salary increases set by union contracts and additional positions.
- G. Liability Insurance Levy:** The levy increased in the General Fund for FY20 to \$256,690 from \$241,340 in FY19.
- H. Pay Plan Study:** A pay plan study was completed and implemented July 1, 2018. Funds are still being budgeted in FY20 in case there is follow up work needed.



City	FY18 Employees	2010 Population	Employees Per 1,000
Cedar Rapids	1442.0	126,326	11.41
Dubuque	566.0	57,637	9.82
Mason City	240.0	28,079	8.55
Ames	500.0	58,965	8.45
Sioux City	682.0	82,684	8.25
Iowa City	540.0	67,862	7.96
Council Bluffs	490.0	62,230	7.87
Des Moines	1600.0	203,433	7.86
Burlington	201.0	25,663	7.83
Davenport	764.0	99,685	7.66
Waterloo	502	68,406	7.34
Fort Dodge	180.0	25,206	7.14
W. Des Moines	396.0	56,609	7.00
Bettendorf	230.0	33,217	6.92
Clinton	177.0	26,885	6.58
Marshalltown	166.0	27,552	6.02
Marion	201.0	34,768	5.78
Urbandale	215.0	39,463	5.45
Ankeny	222.0	45,582	4.87
Cedar Falls	186.0	39,260	4.74
Average:			7.38

Cedar Falls city government continued to have one of the lowest number of employees per 1,000 capita comparing the top 20 largest cities.

Cedar Falls has 2.64 employees per 1,000 capita less than the state average, which is equivalent to 104 fewer full-time employees.

Employment reductions have been implemented over the last 10 years, which has streamlined Cedar Falls' employment.

Among the top twenty largest cities in the State of Iowa, the City of Cedar Falls continues to have one of the lowest number of employees per capita. The pressures of new construction growth, road development, and societal values have placed greater demands on existing staff. In the near future, the City Council will need to prioritize services or focus on key services to address the over extension of City staff.

IV. FINANCIAL ISSUES

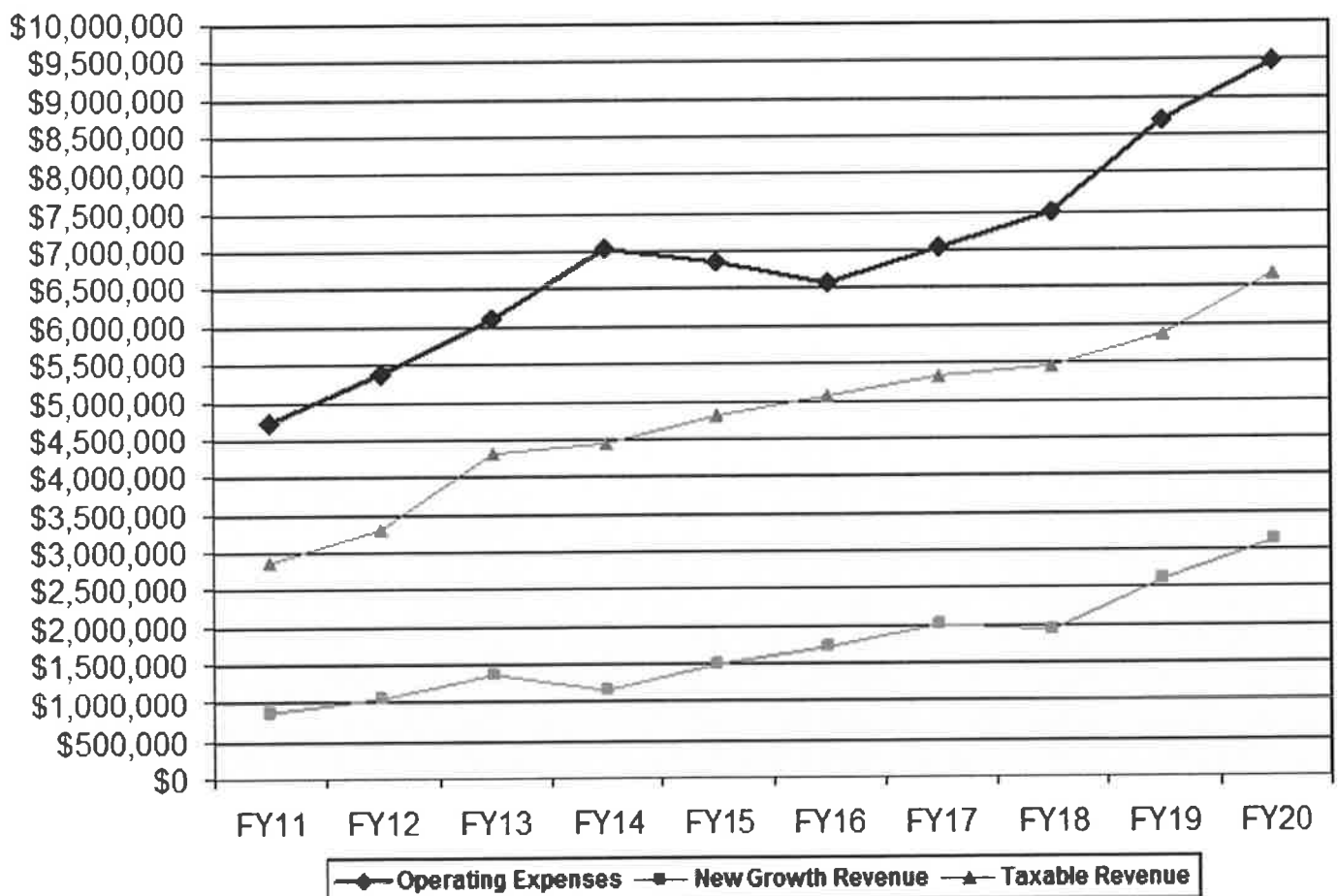
- A. Taxable values:** Taxable value in FY20 increased from \$1,832,652,499 to \$1,950,451,511 (6.43% increase) due to the increase in assessed valuations. The residential rollback factor was adjusted from 55.62% in FY19 to 56.92 % in FY20. The commercial rollback remained the same in FY20 at 90%. Agland rollback was adjusted from 54.45% in FY19 to 56.13% in FY20. The multi-residential rollback decreased from 78.75% in FY19 to 75.00% in FY20.

Assessed and Taxable Values FY19 and FY20 Budgets

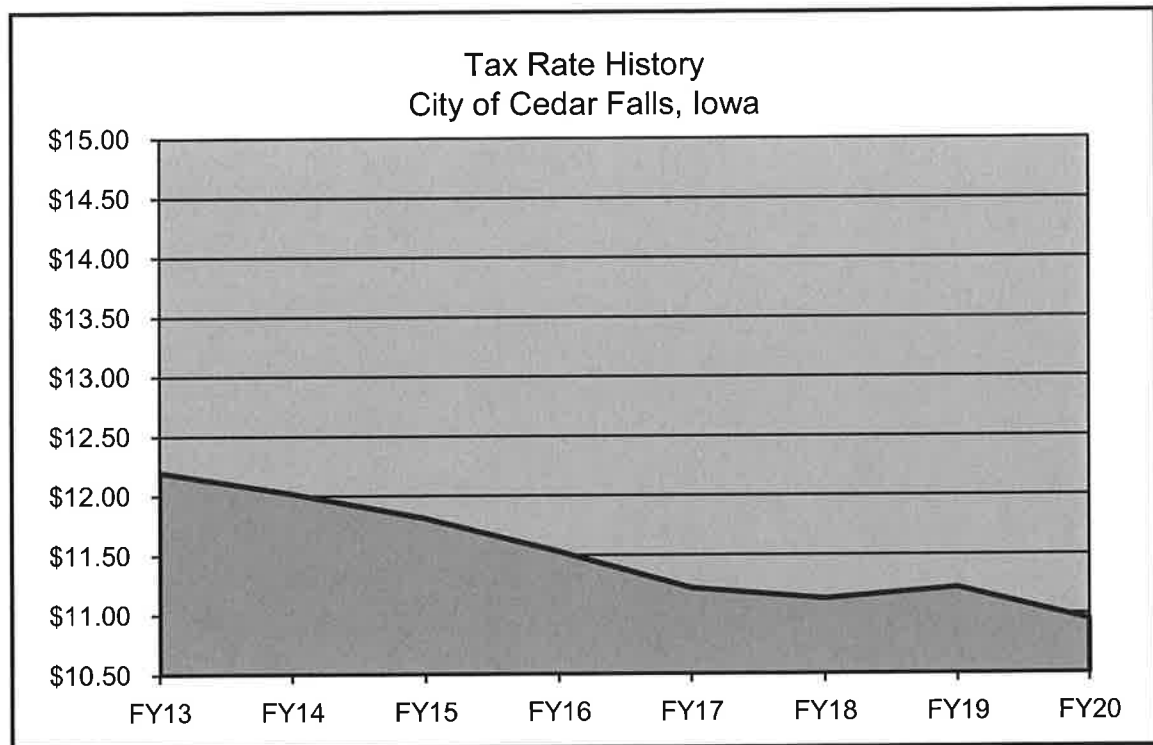
Description	FY19 Assessed Values	FY20 Assessed Values	Difference Assessed Values	FY19 Taxable Values	FY20 Taxable Values	Difference Taxable Values
Residential	2,346,621,080	2,422,407,500	75,786,420	1,305,201,828	1,378,669,191	73,467,363
Commercial	452,393,968	510,508,913	58,114,945	404,182,955	457,307,103	53,124,148
Industrial	34,447,800	34,836,150	388,350	29,027,392	29,387,186	359,794
Multi-Res	116,010,867	109,149,120	(6,861,747)	90,947,801	81,564,230	(9,383,571)
Utilities	6,414,835	6,719,166	304,331	6,220,535	6,529,597	309,062
Add: TIF- Unified	122,707,986	98,131,713	(24,576,273)			
Add: TIF- Downtown	7,755,741	6,433,789	(1,321,952)			
Add: TIF- College Hill	1,048,567	0	(1,048,567)			
Add: TIF- Pinnacle Prairie	4,203,480	0	(4,203,480)			
Less: Credit	(2,928,012)	(3,005,796)	(77,784)	(2,928,012)	(3,005,796)	(77,784)
Subtotal	3,088,676,312	3,185,180,555	96,504,243	1,832,652,499	1,950,451,511	117,799,012
Agland	11,088,970	10,667,730	(421,240)	6,010,597	5,961,927	(48,670)
Total	3,099,765,282	3,195,848,285	96,083,003	1,838,663,096	1,956,413,438	117,750,342
Gas & Electric Value	57,303,570	61,928,036	4,624,466	4,549,992	4,733,595	183,603
Less: Agland	11,088,970	10,667,730	(421,240)	6,010,597	5,961,927	(48,670)
Add: TIF Assess-Tax	9,800,935	10,010,033	209,098	0	0	0
Property Rate Value	3,155,780,817	3,257,118,624	101,337,807	1,837,202,491	1,955,185,106	117,982,615

The chart below illustrates that property tax revenue from new growth, rollback changes, and reassessments is not enough to keep up with rising operating costs. The City Council will need to continue to focus on how to close the gap over the next 3-5 years. Increases in pension costs and salary increases will need to be paid for by property tax increases. Due to planned cost savings efforts by all departments, FY15 shows the first reduction in the last 10 years and continued to decline in FY16. The increase in expenses for FY17 – FY20 is due to the negotiated salary increases and additional staffing.

**General Fund
10 Year History
Operating Expenses vs New Growth Revenue**



Tax Rate: In fiscal year 2020, the tax rate is proposed to decrease by \$.27 (FY19 - \$11.22, FY20 - \$10.95). Fluctuations in tax rates occur due to property reassessments on a biennial basis and the changes in the residential and commercial rollback.



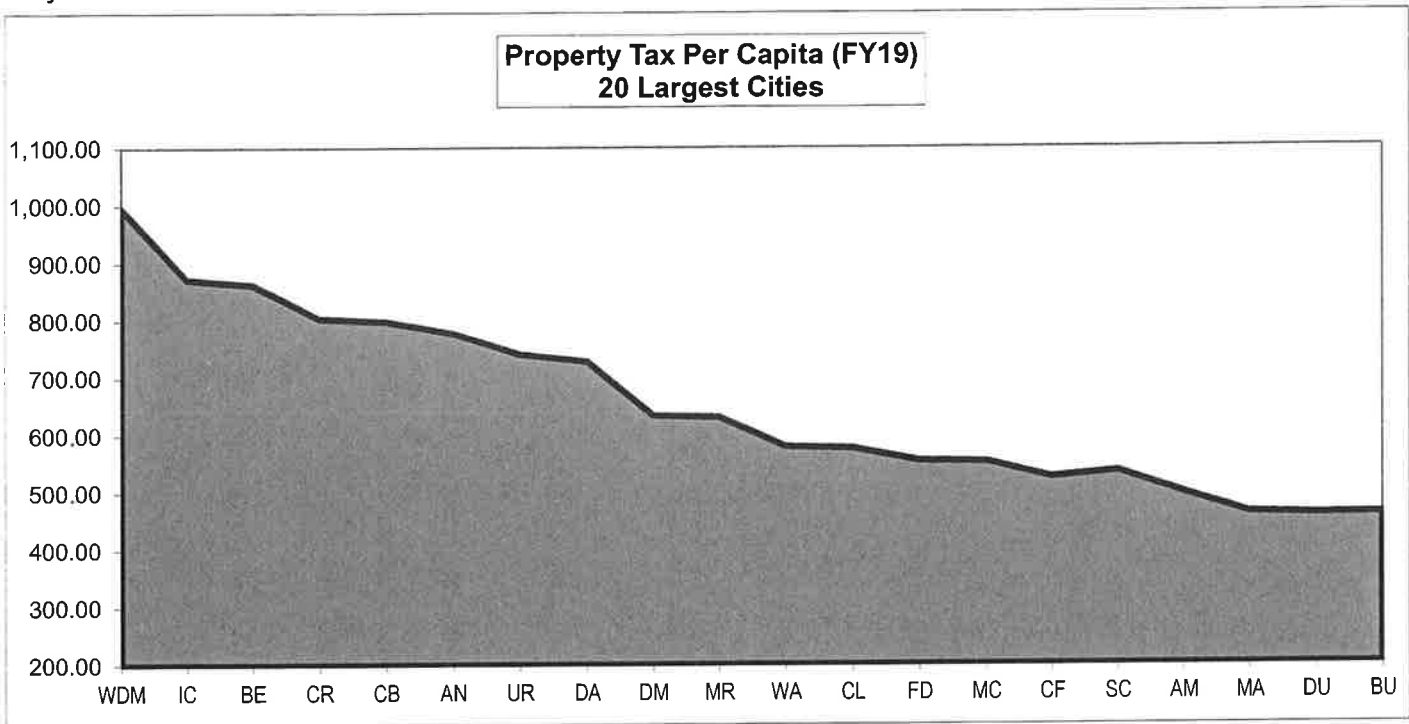
Fiscal Year	Tax Rate
2013	12.20
2014	12.02
2015	11.81
2016	11.53
2017	11.22
2018	11.13
2019	11.22
2020	10.95

The following charts show how Cedar Falls tax rate compares to the top 20 cities in Iowa.

City/taxr

City	Rank by Pop.	Census	Taxable Value January 1, 2017		General Fund				Other Levies				Total Regular W/O Ag	Tax Per Capita
			Regular	Ag Land	\$8.10 FY17/18	Levy FY18/19	Outside \$8.10	Ag Land Levy	Emerg Levy	Debt Service	Employ Benefit	Capital Improv.		
West Des Moines	10	56,609	4,785,995,533	6,977,893	8.10000	8.10000	0.16478	3.00375	0.06000	1.95000	1.51522		11.79000	996.78
Iowa City	6	67,862	3,658,668,789	1,429,547	8.10000	8.10000	1.51044	3.00375		3.22846	3.34415		16.18305	872.48
Bettendorf	15	33,217	2,293,250,132	4,925,411	5.02449	4.98826	0.62047	3.00375		5.00000	1.89127		12.50000	862.98
Cedar Rapids	2	126,326	6,674,212,238	7,447,785	8.10000	8.10000	1.17418	2.99995		2.73605	3.20598		15.21621	803.92
Council Bluffs	7	62,230	2,721,387,838	10,477,260	8.10000	8.10000	1.75406	3.00375	0.27000	2.72009	5.41585		18.26000	798.53
Ankeny	11	45,582	3,297,815,457	3,945,202	6.79000	6.25000	0.15000	3.00375		3.75000	0.60000		10.75000	777.75
Urbandale	12	39,463	2,918,570,619	3,300,615	7.24000	7.24000		3.00375		2.20000	0.58000		10.02000	741.05
Davenport	3	99,685	4,326,896,040	18,374,024	8.10000	8.10000	1.43000	3.00375	0.27000	2.05000	4.93000		16.78000	728.35
Des Moines	1	203,433	7,486,189,752	6,704,673	8.10000	8.10000	0.30000	3.00375		3.57000	5.27000		17.24000	634.42
Marion	14	34,768	1,541,990,980	3,436,905	8.10000	8.10000	0.60095	3.00375	0.09339	2.08103	3.34801		14.22338	630.82
Waterloo	5	68,406	2,269,134,955	13,845,512	8.10000	8.10000	1.77786	3.00375	0.27000	2.98828	4.31981		17.45595	579.04
Clinton	18	26,885	977,700,754	16,096,636	8.10000	8.10000	0.46743	3.00375	0.27000	2.96023	4.05086		15.84852	576.35
Fort Dodge	20	25,206	683,976,944	3,237,421	8.10000	8.10000	1.66199	3.00375	0.27000	4.75660	5.63156		20.42015	554.11
Mason City	16	28,079	1,122,589,415	7,369,688	8.10000	8.10000	0.38853	3.00375		2.31311	3.02610		13.82774	552.83
Sioux City	4	82,684	2,755,194,418	4,593,927	8.10000	8.10000	1.56007	3.00375	0.27000	3.67148	2.46915		16.07070	535.51
Cedar Falls	13	39,260	1,837,202,491	6,010,597	8.10000	8.10000	0.83802	3.00375		0.26483	2.01884		11.22169	525.13
Ames	8	58,965	2,914,741,622	2,930,613	5.65041	5.50149	0.63361	3.00375		3.21813	0.71534		10.06857	497.71
Marshalltown	17	27,552	833,878,930	4,683,585	8.10000	8.10000	0.93824	3.00375	0.27000	0.84653	4.45181	0.67500	15.28158	462.51
Burlington	19	25,663	722,986,249	1,857,767	8.10000	8.10000	1.00975	3.00375	0.26995	3.79790	3.15872		16.33632	460.23
Dubuque	9	57,637	2,499,017,299	3,204,197	8.10000	8.10000	0.76810	3.00375		0.10008	1.62026		10.58844	459.09

Citytaxr



**Property Tax Per Capita (FY19)
20 Largest Iowa Cities**

City	FY19 Tax Per Person	2010 Population	Abbreviation
West Des Moines	996.78	56,609	WDM
Iowa City	872.48	67,862	IC
Bettendorf	862.98	33,217	BE
Cedar Rapids	803.92	126,326	CR
Council Bluffs	798.53	62,230	CB
Ankeny	777.75	45,582	AN
Urbandale	741.05	39,463	UR
Davenport	728.35	99,685	DA
Des Moines	634.42	203,433	DM
Marion	630.82	34,768	MR
Waterloo	579.04	68,406	WA
Clinton	576.35	26,885	CL
Fort Dodge	554.11	25,206	FD
Mason City	552.83	28,079	MC
Cedar Falls	525.13	39,260	CF
Sioux City	535.51	82,684	SC
Ames	497.71	58,965	AM
Marshalltown	462.51	27,552	MA
Dubuque	459.09	57,637	DU
Burlington	460.23	25,663	BU
Average	652.48		

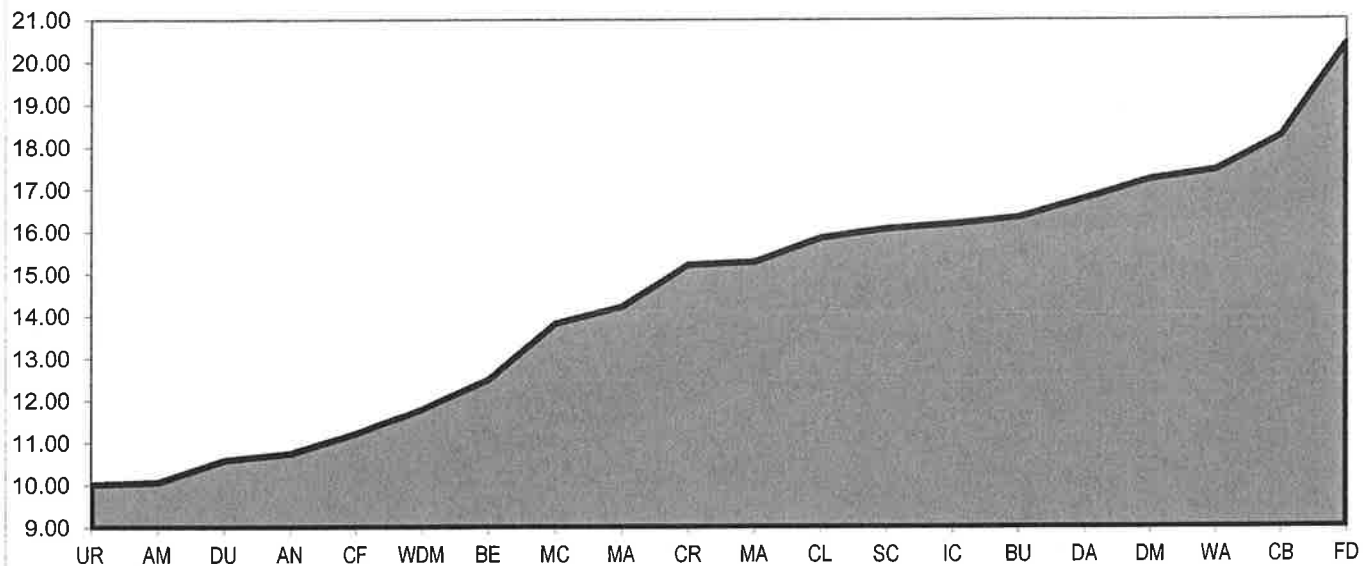
For over two decades Cedar Falls' local government has operated at one of the lowest per capita property tax rates among the 20 largest cities in Iowa.

At a cost of \$525.13 per person, the City is substantially below the average rate of \$652.48. This rate can be attributed to the City's concerted efforts to streamline operations over the past 20 years.

If the City of Cedar Falls operated at the state average property tax per capita, an additional 5.0 million dollars would be devoted to operations. This would be an increase of 24% of taxes levied in FY19.

Citytaxr

**Property Tax Rate(FY19)
20 Largest Cities**



**Property Tax Rate (FY19)
20 Largest Iowa Cities**

City	FY19 Tax Rate	2010 Population	Abbre- viation
Urbandale	10.02	39,463	UR
Ames	10.07	58,965	AM
Dubuque	10.59	57,637	DU
Ankeny	10.75	45,582	AN
Cedar Falls	11.22	39,260	CF
West Des Moines	11.79	56,609	WDM
Bettendorf	12.50	33,217	BE
Mason City	13.83	28,079	MC
Marion	14.22	34,768	MA
Cedar Rapids	15.22	126,326	CR
Marshalltown	15.28	27,552	MA
Clinton	15.85	26,885	CL
Sioux City	16.07	82,684	SC
Iowa City	16.18	67,862	IC
Burlington	16.34	25,663	BU
Davenport	16.78	99,685	DA
Des Moines	17.24	203,433	DM
Waterloo	17.46	68,406	WA
Council Bluffs	18.26	62,230	CB
Fort Dodge	20.42	25,206	FD
Average	14.50		

- B. Multi-Residential Properties:** Beginning in FY17, the State legislation created a new class of property, multi-residential. These properties were primarily classified as commercial prior to FY17. The rollback on these multi-residential properties will be a phased in reduction over the next eight years. For FY20, the rollback is 75.00% and will eventually be the same as residential, which for FY20 is 56.92%. For Cedar Falls, multi-residential property is valued at \$109,149,120. The decline in taxable base will eventually be an annual loss of revenue to the General Fund in the amount of \$300,000.
- C. State Backfill:** FY17 was the last year that backfill funds from the State of Iowa for the loss in revenue from the commercial rollback was guaranteed. Therefore, for FY18 –FY20 those funds are not included in the budget. If the backfill is received, it will be used for a one-time capital project.
- D. Major Funds:** The following charts describe in detail the four major funds of the City: General Fund, Refuse Fund, Sewer Rental Fund, and Street Construction Fund.

Balance

25-Jan-19

**FUND BALANCES - REVENUE AND EXPENDITURES
SIX YEAR HISTORY FY14 - FY20**

Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
General Fund							
Beginning Balance	\$ 5,028,766	\$ 5,036,849	\$ 5,068,793	\$ 5,158,433	\$ 5,276,117	\$ 5,760,875	\$ 5,760,875
Expenditures	25,479,365	23,203,097	24,329,102	24,085,044	25,127,706	26,500,333	26,805,760
Revenues	25,487,449	23,235,043	24,418,743	24,202,729	25,612,464	26,500,333	26,805,760
Cash Added (Used)	8,084	31,946	89,641	117,685	484,758	0	0
General Ending Balance	\$ 5,036,849	\$ 5,068,793	\$ 5,158,433	\$ 5,276,117	\$ 5,760,875	\$ 5,760,875	\$ 5,760,875
% of Cash Balance to Next Year's Expenditures	21.84%	21.65%	21.57%	21.29%	21.94%	21.49%	20.98%
Refuse							
Beginning Balance	\$ 2,729,220	\$ 3,427,326	\$ 3,042,638	\$ 3,600,093	\$ 4,131,097	\$ 4,734,192	\$ 5,158,090
Expenditures	2,724,077	3,554,257	2,632,205	2,669,036	2,669,030	3,034,393	3,277,950
Revenues	3,422,182	3,169,569	3,189,659	3,200,040	3,272,125	3,458,290	3,205,160
Cash Added (Used)	698,105	(384,688)	557,454	531,004	603,095	423,897	(72,790)
Ending Balance	\$ 3,427,326	\$ 3,042,638	\$ 3,600,093	\$ 4,131,097	\$ 4,734,192	\$ 5,158,090	\$ 5,085,299
Sewer Rental							
Beginning Balance	\$ 4,340,397	\$ 4,507,372	\$ 4,118,855	\$ 4,547,268	\$ 5,854,027	\$ 7,150,682	\$ 7,926,194
Expenditures	5,364,003	6,047,343	5,652,095	5,239,489	5,651,947	5,875,630	6,940,490
Revenues	5,530,980	5,658,827	6,080,508	6,546,248	6,948,602	6,651,142	6,650,000
Cash Added (Used)	166,977	(388,516)	428,414	1,306,759	1,296,655	775,512	(290,490)
Ending Balance	\$ 4,507,372	\$ 4,118,855	\$ 4,547,268	\$ 5,854,027	\$ 7,150,682	\$ 7,926,194	\$ 7,635,704
Street Construction							
Beginning Balance	\$ 5,442,360	\$ 5,618,849	\$ 6,149,250	\$ 6,289,872	\$ 7,138,006	\$ 7,885,301	\$ 7,615,949
Expenditures	3,748,954	3,559,873	4,721,195	4,037,276	4,364,916	5,115,909	5,128,360
Revenues	3,925,444	4,090,273	4,861,817	4,885,410	5,112,211	4,846,557	4,780,090
Cash Added (Used)	176,490	530,400	140,622	848,134	747,296	(269,351)	(348,270)
Ending Balance	\$ 5,618,849	\$ 6,149,250	\$ 6,289,872	\$ 7,138,006	\$ 7,885,301	\$ 7,615,949	\$ 7,267,679

Operating Expense on the following pages = Total expenses less capital outlay.

C. Cash Balance Impact (Modified Cash Basis):**1. General Fund**

FY18 Year End Cash Balance	\$5,760,875
FY19 Expected Cash Reserve Used	0
FY20 Expected Cash Reserve Used	0
FY20 Ending Balance	<u>\$5,760,875</u>

For FY20, the City is proposing a balanced budget for the General Fund. It has been the City's position to maintain a balance between 15 and 25 percent as possible for cash flow and emergency purposes. The City Council in FY03 directed staff to move this toward a 20-25 percent reserve and that policy directive remains in effect.

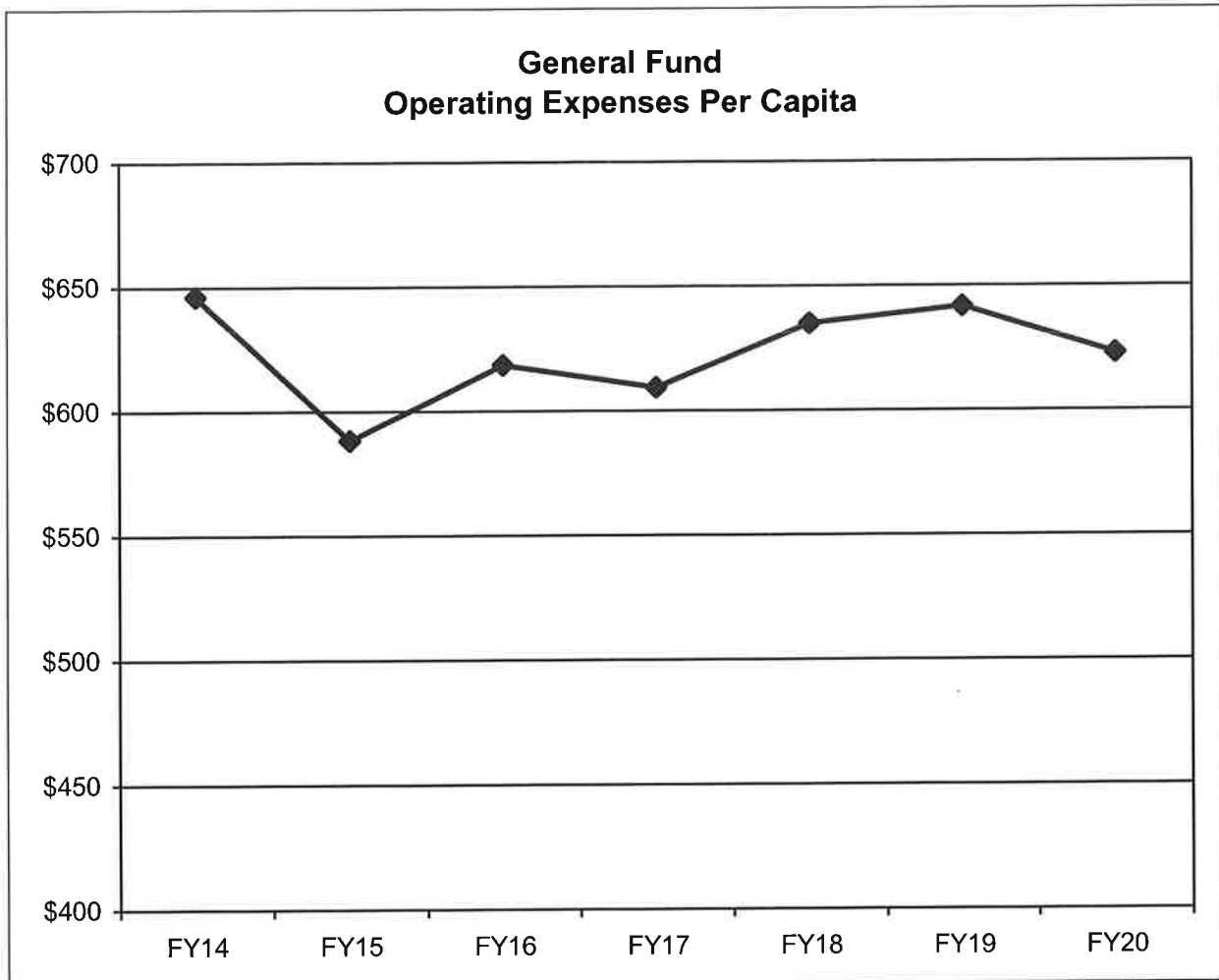
General Fund Reserve Percentages

Fiscal Year	Balance	Percentage
FY17	5,276,117	21.29%
FY18	5,760,875	21.94%
FY19	5,760,875	21.49%*
FY20	5,760,875	20.98%*

* Projected

For the City to maintain reserve balances above 15%, additions to reserves will need to be evaluated each budget year. However, proposed state legislation may limit the amount of reserves maintained by cities and Cedar Falls could be greatly affected by this.

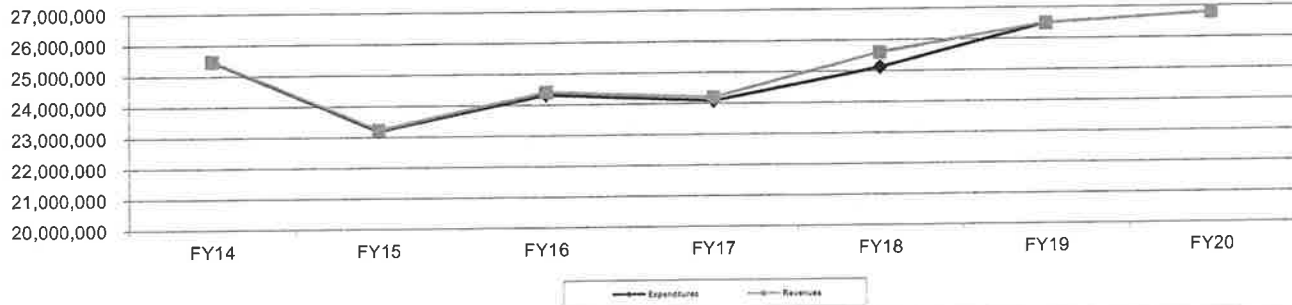
Administratively, the City has, through management and spending controls, protected the City's cash reserves annually.



General Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
Operating Expense	\$25,368,808	\$25,097,667	\$24,281,509	\$23,924,428	\$24,925,953	\$25,194,563	\$24,455,440
Population	39,260	39,260	39,260	39,260	39,260	39,260	39,260
Operating Expense Per Capita	\$646.17	\$588.33	\$618.48	\$609.38	\$634.89	\$641.74	\$622.91

General Fund operating expenses have steadily risen over the past six years due to negotiated salary and benefit increases.

**General Fund Revenues/Expenditures
FY14- FY20**

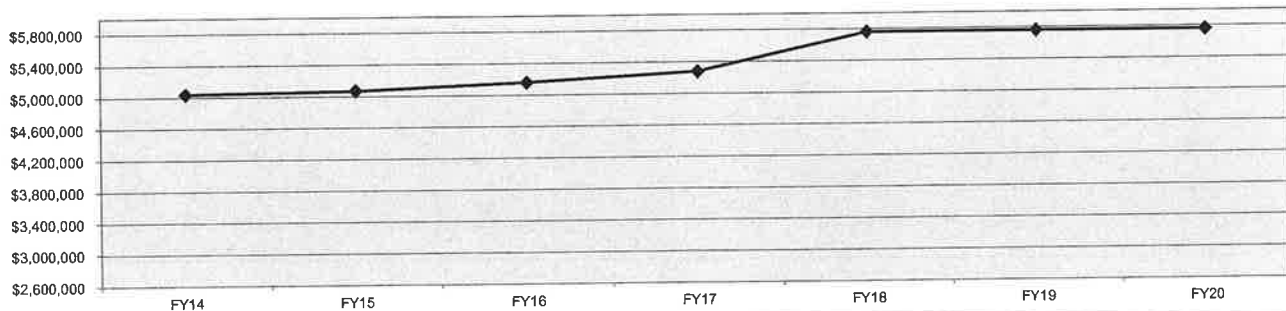


General Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
Beginning Balance	\$ 5,028,766	\$ 5,036,849	\$ 5,068,793	\$ 5,158,433	\$ 5,276,117	\$ 5,760,875	\$ 5,760,875
Expenditures	25,479,365	23,203,097	24,329,102	24,085,044	25,127,706	26,500,333	26,805,760
Revenues	25,487,449	23,235,043	24,418,743	24,202,729	25,612,464	26,500,333	26,805,760
Cash Added (Used)	8,084	31,946	89,641	117,685	484,758	0	0
General Ending Bal.	\$ 5,036,849	\$ 5,068,793	\$ 5,158,433	\$ 5,276,117	\$ 5,760,875	\$ 5,760,875	\$ 5,760,875

The City Council adopted resolution #9054, which required the balance remain between 15% - 25% and be maintained at 20-25%. Due to proposed property tax legislation and a national recession, maintaining a balance closer to 25% is necessary.

The General Fund Balances are critical to the City's operations and serves to cashflow operations in September and October and provide a reserve to assist operations in the event of a catastrophe. In Cedar Falls' case the 8.10 levy limit restricts operations in the event of a catastrophe. Therefore, without an ability to levy taxes the City must rely on a sound reserve to protect citizen's interests.

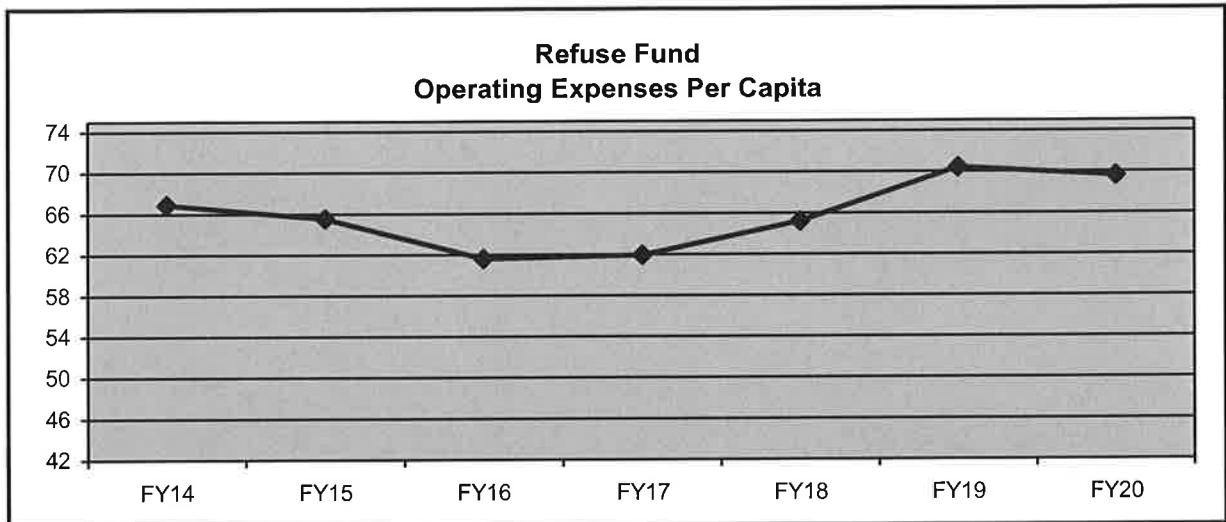
**General Fund Year End Balance
FY14- FY20**



2. Refuse Fund: The Refuse fund is expected to decrease slightly in FY20. Rates were analyzed and increases implemented on July 1, 2013. The capital projects fund has actually cash flowed the projects funded with the landfill surplus funds so refuse funds are not depleted. As the surplus funds were received each year from Black Hawk County Solid Waste Commission, the Refuse Fund repaid the Capital Projects Fund.

Reserves will be affected as follows:

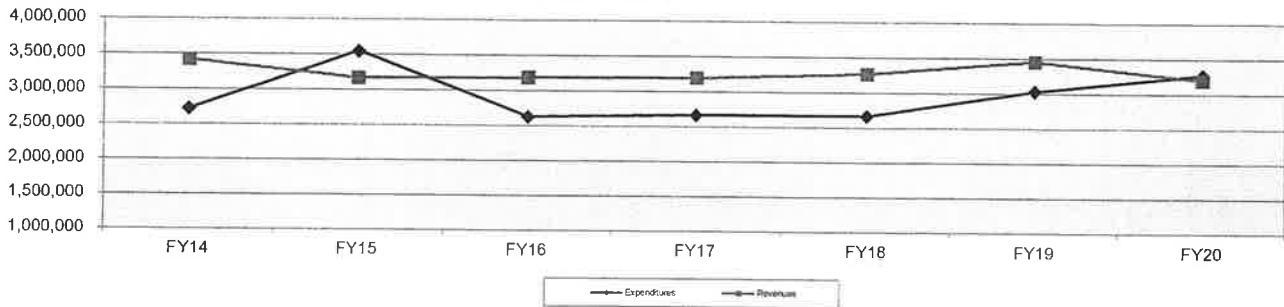
	Refuse Operating Fund	Landfill Cash	Total
FY18 Cash	\$4,734,192	\$ 0	\$4,734,192
FY19 Expected Cash Reserve Add (Used)	423,897	0	423,897
FY20 Expected Cash Reserve Add (Used)	(72,790)	0	(72,790)
FY20 Ending Balance	\$5,085,299	\$ 0	\$5,085,299



Refuse Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
Operating Expense	\$2,625,934	\$2,572,210	\$2,418,578	\$2,432,228	\$2,560,360	\$2,764,393	\$2,732,950
Population	39,260	39,260	39,260	39,260	39,260	39,260	39,260
Operating Expense Per Capita	\$66.89	\$65.52	\$61.60	\$61.95	\$65.22	\$70.41	\$69.61

Operating costs increased starting in FY09 due to the reallocation of Administrative staff in the Public Works Department. However, the Street fund will reimburse the Refuse fund for 1/2 of these costs.

**Refuse Fund Revenues/Expenditures
FY14 - FY20**



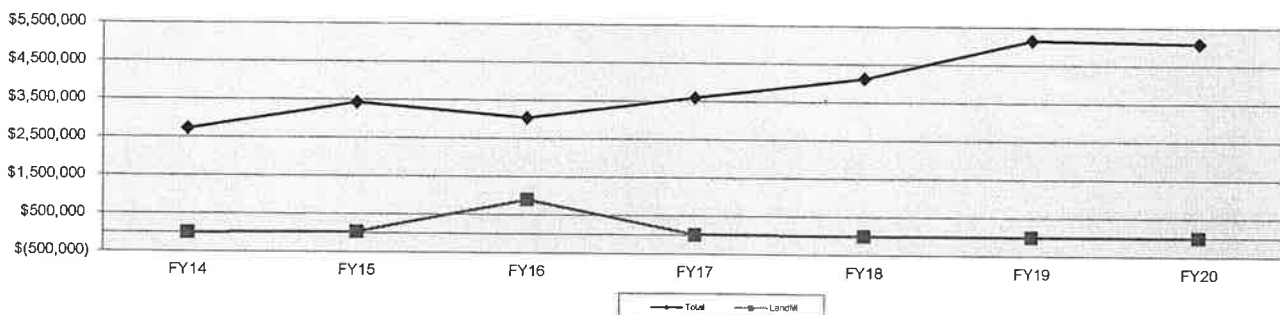
Refuse Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Projected	FY20 Budget
Beginning Balance	2,729,220	3,427,326	3,042,638	\$ 3,600,093	\$ 4,131,097	\$ 4,734,192	\$ 5,158,090
Expenditures	2,724,077	3,554,257	2,632,205	2,669,036	2,669,030	3,034,393	3,277,950
Revenues	3,422,182	3,169,569	3,189,659	3,200,040	3,272,125	3,458,290	3,205,160
Cash Added (Used)	698,105	(384,688)	557,454	531,004	603,095	423,897	(72,790)
Ending Balance	\$ 3,427,326	\$ 3,042,638	\$ 3,600,093	\$ 4,131,097	\$ 4,734,192	\$ 5,158,090	\$ 5,085,299

A refuse rate study was completed in 2013. The rates on regular garbage routes were not increased, however, rate increases were implemented for yard waste and bulk collection. Rates are \$9.00/month for small containers; \$17.00 for medium containers; and \$26.50 for large containers. On July 1, 2013 yard waste collection increased from \$7.00 to \$10.00. Also on July 1, 2013 bulk collection at the curb increased to \$5.00.

The refuse fund and the rate structure support numerous activities which were a part of the street construction or general funds in the past. The stresses on these funds have forced the City Council to rely on the user fee system within the refuse fund to pay for street cleaning, leaf pick-up, bulk pick-up, yard waste collection, recycling center operations and flood clean up.

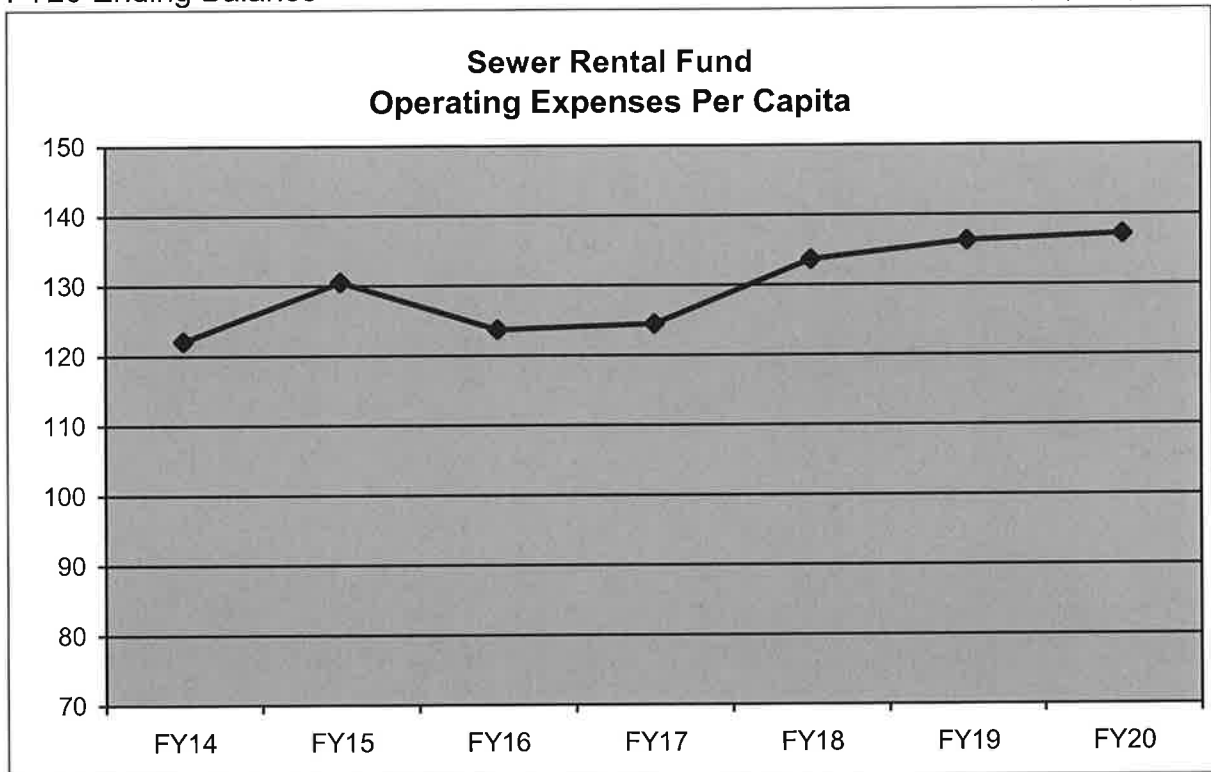
In FY03, the Black Hawk County Solid Waste Commission decided to distribute their excess reserve funds. Cedar Falls received approximately \$566,000 each year for 11 years and then for 2 years, the City received \$299,500 each year.

**Refuse Fund Year End Balance
FY14-FY20**



3. **Sewer Rental Fund:** Rates were evaluated in FY19 and the council voted for a 5% increase in rates each year over the next three years. This is necessary to fund the large sewer projects. Unfortunately these large projects have caused debt service costs to increase dramatically for FY15 - FY20. Rates will need to be evaluated again in FY22 to determine if further increases are necessary.

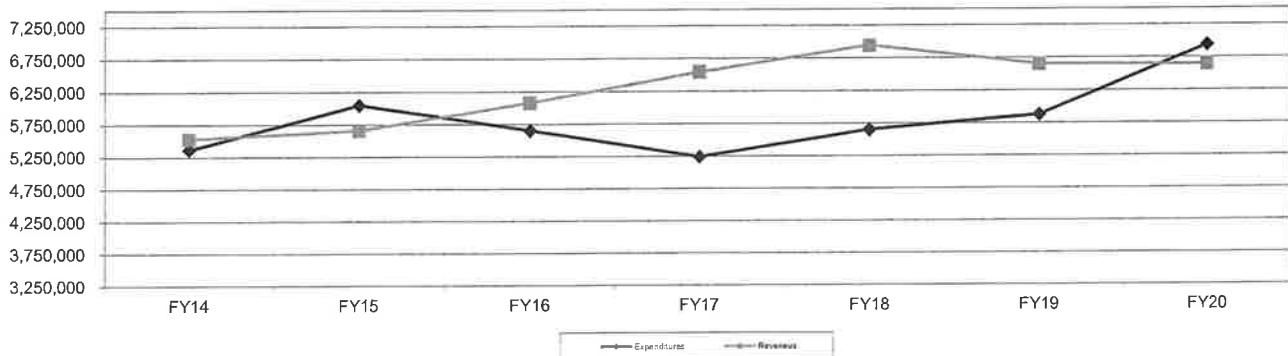
FY18 Cash Balance	\$ 7,150,682
FY19 Expected Cash Reserve Added(Used)	775,512
FY20 Expected Cash Reserve Added(Used)	(290,490)
FY20 Ending Balance	<u>\$ 7,635,704</u>



Sewer Rental Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
Operating Expense	\$4,479,921	\$5,122,917	\$4,856,559	\$4,886,490	\$5,245,066	\$5,350,630	\$5,385,490
Population	39,260	39,260	39,260	39,260	39,260	39,260	39,260
Operating Expense Per Capita	\$122.08	\$130.49	\$130.49	\$124.46	\$133.60	\$136.29	\$137.17

Increases in FY18, FY19 and FY20 expenditures are caused by increased debt service.

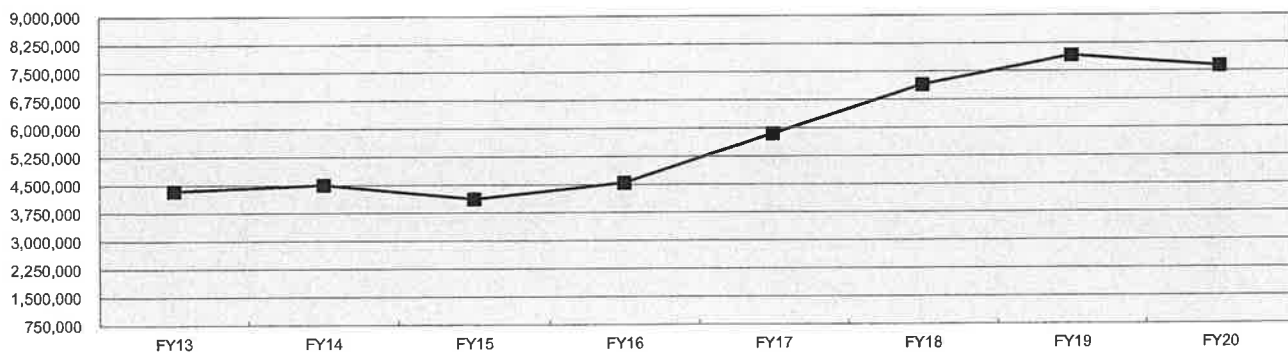
**Sewer Rental Fund Revenues/Expenditures
FY14 - FY20**



Sewer Rental Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Projected	FY20 Budget
Beginning Balance	\$ 4,340,397	\$ 4,507,372	\$ 4,118,855	\$ 4,547,268	\$ 5,854,027	\$ 7,150,682	\$ 7,926,194
Expenditures	5,364,003	6,047,343	5,652,095	5,239,489	5,651,947	5,875,630	6,940,490
Revenues	5,530,980	5,858,827	6,080,508	6,546,248	6,948,602	6,651,142	6,650,000
Cash Added (Used)	166,977	(388,516)	428,414	1,306,759	1,296,655	775,512	(290,490)
Ending Balance	\$ 4,507,372	\$ 4,118,855	\$ 4,547,268	\$ 5,854,027	\$ 7,150,682	\$ 7,926,194	\$ 7,635,704

Sewer rates were raised in FY09 to pay for the bond issuance relating to sanitary sewer and lift station improvements. In FY16, these rates were increased again to pay for Dry Run Creek Sanitary Sewer improvements and sewer improvements related to the University Avenue project. Rates were increased again in FY19 to pay for large sewer projects, including West 1st St. sewer and the digester rehabilitation. In FY20, the rates will be \$19.45 on the first 200 cubic feet of water used and \$3.49 on every cubic feet used over 200 cubic feet. Rates will be evaluated again in the upcoming year.

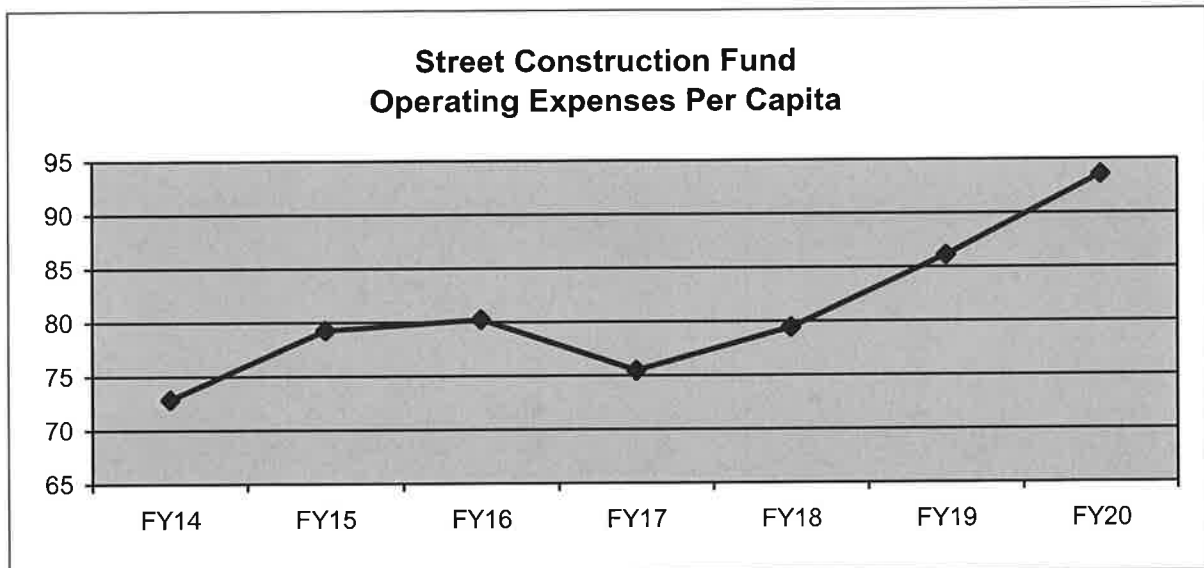
**Sewer Rental Fund Year End Balance
FY14- FY20**



4. **Street Construction Fund:** Currently, Road Use Taxes have been stable, however, will increase due to the increase in the gas tax by the State of Iowa.

FY18 Cash Balance	\$ 7,885,301
FY19 Expected Cash Reserve Added(Used)	(269,351)
FY20 Expected Cash Reserve Added(Used)	(348,270)
FY20 Ending Balance	<u>\$ 7,267,679</u>

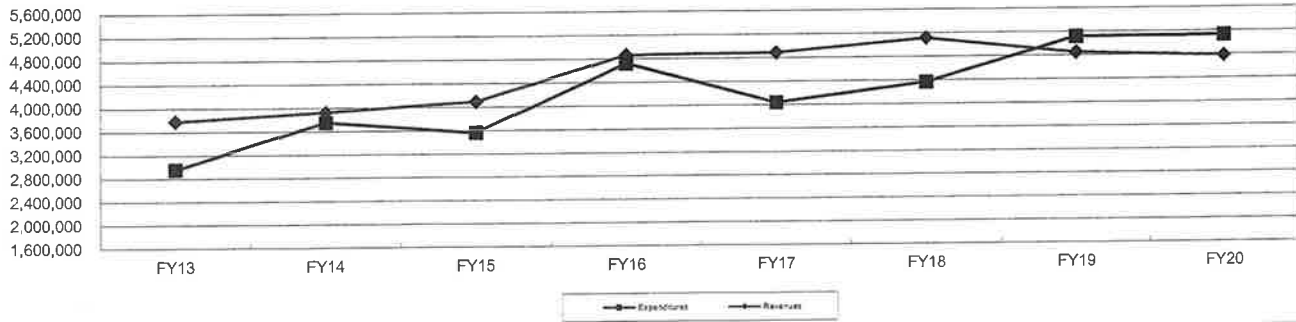
In FY20, \$121.50 per capita is budgeted to be received. In the past, consideration was given to phasing Debt Service payments for road repair out of Street Construction and placing the burden on property taxes. However, no debt service is planned for FY20.



Street Construct Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Projected	FY20 Budget
Operating Expense	\$2,860,998	\$3,111,794	\$3,149,988	\$2,963,516	\$3,118,990	\$3,379,809	\$3,673,660
Population	39,260	39,260	39,260	39,260	39,260	39,260	39,260
Operating Expense Per Capita	\$72.87	\$79.26	\$80.23	\$75.48	\$79.44	\$86.09	\$93.57

Operating expenses in FY20 have increased due to increased equipment costs.

**Street Construction Fund Revenues/Expenditures
FY14 - FY20**

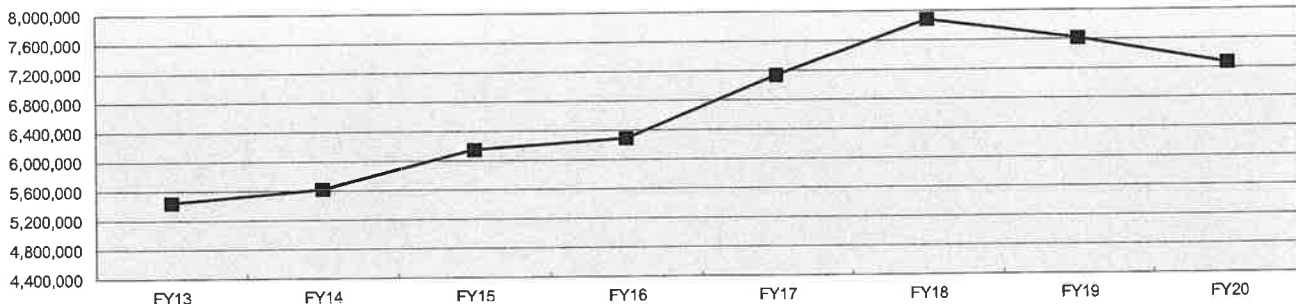


Street Const. Fund	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Project	FY20 Budget
Beginning Balance	\$ 5,442,360	\$ 5,618,849	\$ 6,149,250	\$ 6,289,872	\$ 7,138,006	\$ 7,885,301	\$ 7,615,949
Expenditures	3,748,954	3,559,873	4,721,195	4,037,276	4,364,916	5,115,909	5,128,360
Revenues	3,925,444	4,090,273	4,861,817	4,885,410	5,112,211	4,846,557	4,780,090
Cash Added (Used)	176,490	530,400	140,622	848,134	747,296	(269,351)	(348,270)
Ending Balance	\$ 5,618,849	\$ 6,149,250	\$ 6,289,872	\$ 7,138,006	\$ 7,885,301	\$ 7,615,949	\$ 7,267,679

The Street Construction Fund is totally supported by road use tax revenues. This fund suffers the greatest potential for financial instability. Road use tax aid in FY19 was budgeted at \$121.50 and is budgeted at \$121.50 for FY20 based on Iowa Department of Transportation estimates.

A strong operating balance is important in this fund since the City does not budget surplus funds for overtime or materials in the event of a major snowstorm. These catastrophic events are annually dealt with through a budget amendment. Without an operating balance above \$1.0 million added stress would be placed on the Debt Service and General Funds. Reserves were built up in this fund in anticipation of various large projects. As those large projects are funded, the City will have to determine whether the Street Fund can support those expenditures or whether the projects will need to be funded by other revenue sources, other than the local option sales tax.

**Street Construction Year End Balance
FY14- FY20**



V. MANAGEMENT ISSUES

A. Internal Service Funds: The City, in the FY20 budget, will continue to fund Vehicle Replacement and Data Processing internal service funds.

B. \$8.10 Limitation:

1. To avoid exceeding the \$8.10 levy limit, building maintenance and Administrative/Legislative/Miscellaneous costs have been prorated among User Funds to ensure that those User Funds, which utilize internal services, pay portions of the costs.
2. Tort liability costs have continued to be transferred to the liability insurance levy outside of the \$8.10 levy.
3. All salaries of User Fund employees have been levied in the appropriate User Funds.
4. Police liability insurance has been included in the liability insurance levy, which is outside the \$8.10 levy.
5. Some employee benefits eligible to be levied in the Trust and Agency Fund have been levied outside the \$8.10 limit.
6. Outside levies have been used for the Municipal Band and Transit providers.
7. The \$.27 per thousand Emergency Levy is not budgeted in FY20. FY01 was the first time in several years that this was not levied and has not been levied since.
8. The \$.27 per thousand Library Levy was approved by voters in 2005. Approximately ½ of the funds will be used to increase materials for the library. The other ½ will be used in the general fund by supporting existing staff and materials.
9. The EMA levy will be used in FY20 for EMA costs and consolidated dispatch.

C. Interest Income Revenue: The General Fund has budgeted \$179,110 in interest income. This is an increase of \$104,410 from the FY19 budget. The City continues to see very low interest rates. The decline in interest income not only affects the General Fund, but also impacts funds such as Sewer and Refuse, where reserves need to be maintained and interest income earned on those reserves helps offset operating costs.

D. Budget Flexibility: The continued pressures of the \$8.10 levy limit, associated with State cutbacks, tax freezes and the rollback have reduced budget flexibility for FY20. If the State freezes property taxes in FY20 or if new property tax legislation in FY20 occurs, the likelihood of midyear budget amendments will be high and internal spending controls will be necessary. The largest costs in the

general fund are personnel expenses. Collective bargaining agreements or wage and benefit arbitration may force reductions in personnel in future years.

- E. Unified Park TIF:** During 2013 the southern and northern Industrial Parks were combined into the Unified TIF district. For FY18, a portion of this TIF district expired. Therefore, \$3.2 million of TIF revenues will flow to all of the entities. Approximately \$1.3 million of this release, will flow to the City to be used for future economic development.
- F. Downtown TIF:** The Downtown TIF has been active since FY01 to reimburse the Capital Projects Fund for costs associated with the Treatment Plant Disinfection Project, Downtown Flood levee, State Street and Community Center projects. The TIF will also reimburse Cedar Falls Utilities for electric, gas, water, and communication improvements in the downtown area. This will generate approximately \$204,280 in TIF revenues for FY20. Revenues will increase once the State Street Development is completed. In addition, this development could extend the life of the downtown TIF by approximately ten years.
- G. Pinnacle Prairie TIF:** A new urban renewal area was recently created for this TIF district. The City did incur expenses in this district for FY20 and therefore the TIF will generate \$0 in TIF revenues for FY20.
- H. College Hill TIF:** A new urban renewal was created for this TIF district. The City did incur some expenses in this district for FY20, and therefore the TIF will generate \$0 in TIF revenues for FY20.

28-Jan-19

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CEDAR FALLS UNIFIED TIF
FY1996 - FY2032

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
TIF Taxable Valuation	\$136,425,930	\$109,089,495	\$109,089,495	\$109,089,495	\$109,089,495	\$109,089,495	\$83,645,448	\$83,645,448	\$83,645,448	\$83,645,448	\$83,645,448	\$83,645,448	\$79,080,270	\$79,080,270
Cedar Falls Tax Rate minus Debt Service Rate	\$27.37	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86	\$27.86
Projected TIF Revenue per \$1000 valuation	\$3,733,976	\$3,039,233	\$3,039,233	\$3,039,233	\$3,039,233	\$3,039,233	\$2,330,362	\$2,330,362	\$2,330,362	\$2,330,362	\$2,330,362	\$2,330,362	\$2,203,176	\$2,203,176
Less: Revenue to flow to Entities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Commercial Rollback	(\$373,996)	(\$303,923)	(\$303,923)	(\$303,923)	(\$303,923)	(\$303,923)	(\$233,036)	(\$233,036)	(\$233,036)	(\$233,036)	(\$233,036)	(\$233,036)	(\$220,316)	(\$220,316)
Backfill														
TOTAL TIF REVENUE	\$3,360,980	\$2,735,310	\$2,735,310	\$2,735,310	\$2,735,310	\$2,735,310	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$1,982,859	\$1,982,859

ESTIMATED UNIFIED REVENUE VS. REPAYMENT SCHEDULES PER FISCAL YEAR

FY1996 - FY2032

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	TOTAL
FY Estimated TIF Revenue	\$3,360,980	\$2,735,310	\$2,735,310	\$2,735,310	\$2,735,310	\$2,735,310	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$2,007,326	\$1,982,859	\$1,982,859	\$109,886,143
FY Carryover-Prior Year	(48,280)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(333,224)
FY Debt Service Requirements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(3,575,025)
FY 96 Debt Service Requirements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(959,967)
FY 04 Debt Service Requirements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(3,056,890)
FY 10 Debt Service Refunding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(3,025,265)
FY Sewer Fund Repayment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(1,193,929)
FY Economic Development Repayment	(150,819)	(4,810)	0	0	0	0	0	0	0	0	0	0	0	0	(4,822,112)
FY Capital Projects Repayment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(2,423,198)
FY Bond Fund Repayment	(30,563)	(51,590)	0	0	0	0	0	0	0	0	0	0	0	0	(15,441,399)
FY Street Repair Repayment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(869,310)
FY Ridgeway Sewer Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(925,985)
FY Property Tax Rebates	(269,346)	(88,890)	0	0	0	0	0	0	0	0	0	0	0	0	(5,446,920)
FY Dist Center Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(3,068,959)
FY Public Works Complex	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(2,534,205)
FY Bluff St. LIR Station	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(1,040,000)
FY Treatment Facility	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FY Staff Administrative Costs	(33,059)	(14,330)	0	0	0	0	0	0	0	0	0	0	0	0	(217,949)
FY Northern Industrial Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	(1,806,702)
FY Northern Debt Service	(180,836)	(181,032)	(180,673)	(189,815)	(183,780)	(192,030)	(201,795)	(1,597,326)	(1,597,326)	(1,487,239)	(1,370,100)	0	0	0	(2,064,273)
Hwy 58 & Viking Interchange - Est.	0	0	(67,160)	(1,045,495)	(1,044,530)	(1,043,280)	(750,550)	(1,597,326)	(1,597,326)	(1,487,239)	(1,370,100)	0	0	0	(10,000,000)
Land Acquisition - Estimated	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dry Run Creek San. Sewer - Est.	(1,637,864)	(1,384,685)	(1,477,463)	0	0	0	0	0	0	0	0	0	0	0	(4,500,000)
University Avenue - Estimated	0	(500,000)	(500,000)	(1,000,000)	(1,000,000)	(1,000,000)	(645,000)	0	0	0	0	0	0	0	(4,645,000)
FY CFU	(1,600,000)	(650,000)	(650,000)	(650,000)	(650,000)	(650,000)	(650,000)	(650,000)	(500,000)	(610,989)	(727,220)	(2,097,326)	(1,982,859)	(1,391,213)	(37,917,225)
TOTAL	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	\$0	\$168,846	\$168,846

28-Jan-19

CEDAR FALLS DOWNTOWN TIF
FY2000 - FY2020

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
TIF Taxable Valuation	\$20,801,925	\$21,099,842	\$21,263,487	\$21,646,925	\$27,479,562	\$27,539,377	\$34,417,014	\$39,798,369	\$45,006,249	\$34,976,187	\$8,860,061	\$7,332,390
Cedar Falls Tax Rate minus Debt Service Rate	\$34.11	\$31.45	\$34.00	\$34.56	\$33.82	\$31.57	\$27.83	\$27.81	\$26.96	\$27.02	\$27.37	\$27.86
Projected TIF Revenue per \$1000 valuation	\$709,554	\$663,590	\$722,870	\$748,118	\$929,287	\$869,418	\$957,825	\$1,106,793	\$1,213,368	\$945,057	\$242,500	\$204,280
Less: Comm/Ind Rollback							\$0	\$0	\$0	\$0	\$0	\$0
TOTAL TIF REVENUE	\$709,554	\$663,590	\$722,870	\$748,118	\$929,287	\$869,418	\$957,825	\$1,106,793	\$1,213,368	\$945,057	\$242,500	\$204,280

ESTIMATED DOWNTOWN TIF REVENUE VS. REPAYMENT SCHEDULES PER FISCAL YEAR
FY2000 - FY2020

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	TOTAL
FY Estimated TIF Revenue	\$759,932	\$709,180	\$721,182	\$761,663	\$875,554	\$832,386	\$1,011,330	\$1,203,650	\$1,232,873	\$961,849	\$242,500	\$204,280	\$12,964,852
FY Carryover-Prior Year	0	0	0	0	0	0	0	0	0	0	0	0	
FY State Street Project	0	(110,723)	0	(267,219)	(488,283)	0	0	0	0	0	0	0	(1,027,459)
FY Washington Street	0	0	(325,272)	(173,522)	0	0	0	0	0	0	0	0	(498,794)
FY Flood Levee Project	0	0	0	0	0	0	0	0	0	0	0	0	(1,556,392)
FY Disinfection Project	0	0	0	(244,967)	0	(736,300)	(618,736)	(800,000)	(903,206)	(696,794)	0	0	(4,000,003)
FY River Place Development	0	0	0	(4,093)	0	(74,679)	(4,561)	(78)	(1,928)	(50,081)	(148,981)	(167,925)	(452,326)
FY Annex	0	0	0	0	0	0	0	(737)	(395)	0	0	(7,320)	(8,452)
FY Mill Race	0	0	0	0	0	0	0	0	0	0	0	(37,880)	(37,880)
FY Community Center Project	0	0	0	0	0	0	0	0	0	0	0	0	(748,408)
FY Black Hawk Hotel	0	0	0	0	0	0	0	0	0	0	0	0	(117,000)
FY Viking Pump Parking Lot	0	0	0	0	0	0	0	0	0	0	0	0	(96,015)
FY Street Lighting	0	0	0	0	0	(21,407)	0	0	0	0	0	0	(21,407)
FY Streetscape Project	0	(403,654)	(208,138)	(1,535)	0	0	0	0	0	0	0	0	(1,371,639)
FY Economic Development Fund	0	0	0	0	0	0	0	0	0	0	0	0	(12,112)
FY Bond Fund	0	0	0	0	0	0	0	(11,204)	0	0	(277)	(1,263)	(12,744)
FY Downtown Administration	0	0	0	0	0	0	(5,526)	(26,133)	(18,679)	(10,983)	(4,651)	0	(65,972)
FY Utilities	(758,932)	(194,804)	(187,773)	(70,328)	(387,271)	0	(382,507)	(365,498)	(308,665)	(203,991)	(88,591)	(45,345)	(2,963,705)
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$0)	(\$55,453)	(\$55,453)

* Improvements to the Downtown Levee are not included at this point.

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VI. POLICY ISSUES

- A. Outside Agencies, Loans and Purchase of Services:** Outside agencies, loans and purchase of services in FY20 budget are proposed to be funded as shown on the chart below. Starting in FY08, outside agencies were no longer funded through property tax support, but applied for funding either through the Block Grant Program or the Visitors & Tourism Board. This policy will continue in FY20.

Agency	Funding Source	FY19 Funding Amount	FY20 Amount Requested	FY20 Budget Amount	Percent Funded
Consumer Credit Counseling	Block Grant	0	2,000	2,000	100.00%
Family & Children's Council	Block Grant	0	5,720	5,720	100.00%
Northeast Iowa Food Bank	Block Grant	0	6,150	6,150	100.00%
Salvation Army/Integrated Crisis Services	Block Grant	0	7,000	7,000	100.00%
Pathways Behavioral Services	Block Grant	0	5,280	5,280	100.00%
Visiting Nurses	Block Grant	0	3,520	3,520	100.00%
Beau's Beautiful Beginnings	V&T Fund	5,000	5,000	5,000	100.00%
Cedar Falls Historical Society	V&T Fund	2,000	5,000	5,000	100.00%
College Hill Partnership	V&T Fund	5,000	500	3,000	100.00%
Community Main Street	V&T Fund	15,000	15,000	15,000	100.00%
Community Theatre	V&T Fund	1,000	6,000	6,000	100.00%
Cedar Falls Woman's Club	V&T Fund	580	0	0	0.00%
Eagle View Partners	V&T Fund	10,000	0	0	0.00%
Friends of the Hearst	V&T Fund	0	3,500	0	0.00%
George Wyth State Park	V&T Fund	2,800	0	0	0.00%
HusomeStrong Foundation	V&T Fund	0	8,000	6,230	77.88%
North Cedar Neighborhood Assn.	V&T Fund	1,000	0	0	0.00%
St. Vincent DePaul Store	V&T Fund	0	4,528	0	0.00%
Sturgis Falls Celebration	V&T Fund	0	10,000	0	0.00%
Volunteer Center of Cedar Val	V&T Fund	1,000	2,500	2,500	100.00%
Waterloo Cedar Falls Symp.	V&T Fund	1,000	4,000	4,000	100.00%
Greater Cedar Valley Alliance	V&T Fund	23,500	30,000	25,000	83.33%

MET	Separate Levy	376,180	418,390	418,390	100.00%
Municipal Band	Separate Levy	30,000	35,000	35,000	100.00%
Total		\$474,060	\$577,088	\$554,790	

- B. MET Transit:** In FY20, the amount to MET is budgeted for a 2.5% increase on their base routes. The City is responsible for a prorated share of vehicle replacement match monies. If local government supports MET Fare increases, this property tax subsidy can be reduced.

Additional funding for Route 9 is being requested by MET for FY20. The additional amount is included in the budget, however, the City will want to get more information from MET on the value of increasing the hours for this route.

- C. Hotel/Motel Tax:** Hotel/Motel tax revenues were first received by the City in FY89. The following support is proposed for FY20:

Cedar Valley Soccer	\$ 10,000
Cultural Services (17%)	148,750
Parks Project (9%)	78,750
Trail Maintenance & Reserve (5%)	43,750
Park & Rec Capital Projects (3.5%)	30,620
Tourism & Visitor Board (50%)	437,500
Tourism & Visitor Office Repayment (2.5%)	21,880
Tourism & Visitor Administration	25,000
Tourism Grant Fund (9%)	78,750
Total	\$ 875,000

The Tourism Marketing Fund was added as a new line item for FY05. This is funded as part of the 50% allocation to tourism and visitors. The Visitor's and Tourism Board accepts applications for this fund and recommends allocation amounts based on the applicant's ability to promote local business districts or provide tourism and overnight stays in the community. The City Council annually authorizes the total funding amount and Visitors and Tourism Board recommends the agencies to be funded during the fiscal year.

To ensure that the City does not expend more funds than those collected in revenues, the year-ending total transfer to the Visitors and Tourism Services Division cannot exceed fifty percent (50%) of the total revenues paid to the City annually by the State of Iowa. Additionally, if revenue shortfalls in Hotel/Motel taxes occur, the above agencies will be reduced on a prorated basis to offset the loss in projected income. As additional funds are received, those funds will

be used for capital projects related to Visitors and Tourism, including monument, entrance, or wayfinding signage.

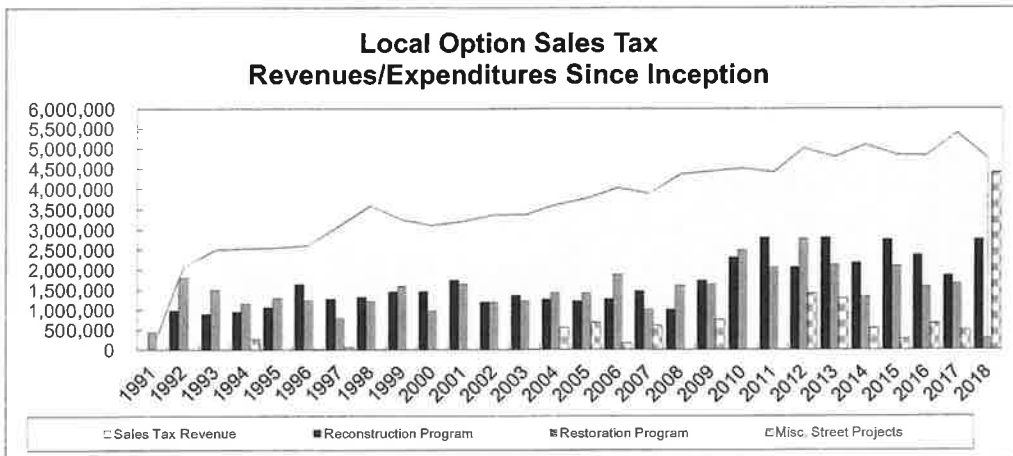
D. Street Repair: Committed for street repair and improvements in FY20 are:

Resurfacing & Reconstruction (Sales Tax & RUT)	\$	4,450,000
Seal Coat (RUT & Sales Tax)		150,000
West 1 st St. (Sales Tax)		2,410,800
University Avenue (RUT, Sales Tax & IDOT)		2,000*
Walnut Street Bridge Updates		400,000
Asphalt Alley Parking (RUT)		55,000
Miscellaneous Street Projects (Sales Tax)		<u>100,000</u>
		7,567,800

*This only includes the amount scheduled for FY20. The total project is estimated at \$38 million.

During FY15, the Iowa Department of Transportation (IDOT) transferred jurisdiction of University Avenue to the City of Cedar Falls. As part of that transfer, the State of Iowa paid the City \$20 million. The City is in the process of reconstructing and redeveloping the University Avenue corridor. Therefore, included in the FY18 – FY20 budgets are funds from this transfer of jurisdiction, road use taxes, storm water, and sewer to pay for this project.

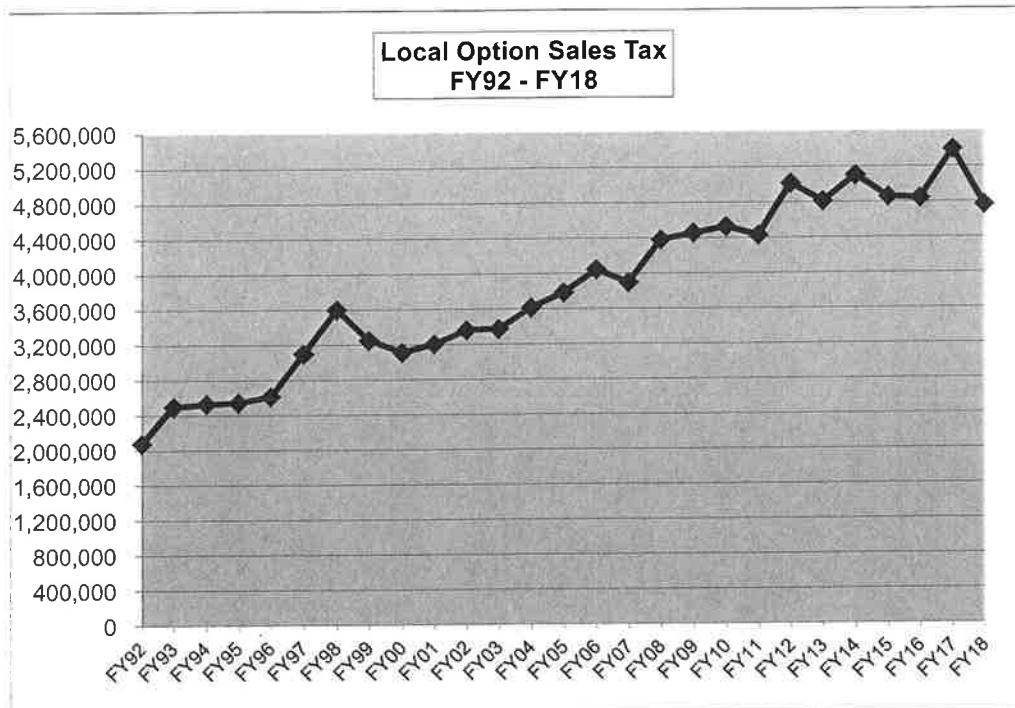
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Fiscal Year	Reconstruction Program	Restoration Program	Miscellaneous Street Projects	Sales Tax Revenues
1991	\$0.00	\$437,684.89	\$0.00	\$0.00
1992	979,784.55	1,804,045.18	0.00	2,078,962.00
1993	897,301.04	1,500,348.56	0.00	2,500,578.00
1994	943,792.61	1,151,813.85	273,583.56	2,530,151.00
1995	1,057,097.99	1,291,159.42	0.00	2,544,855.00
1996	1,636,877.73	1,233,942.88	17,576.42	2,613,489.00
1997	1,267,582.42	791,121.28	68,291.62	3,101,207.00
1998	1,316,441.73	1,209,222.58	3,508.38	3,601,487.00
1999	1,454,211.58	1,597,517.54	2,950.00	3,251,023.00
2000	1,462,034.07	972,462.02	0.00	3,113,084.00
2001	1,743,509.14	1,642,681.15	0.00	3,204,731.32
2002	1,198,758.40	1,191,231.11	0.00	3,364,204.32
2003	1,355,115.00	1,221,738.00	0.00	3,375,434.38
2004	1,260,719.01	1,425,492.75	561,260.85	3,614,243.58
2005	1,218,793.00	1,412,145.00	685,644.00	3,785,419.87
2006	1,265,249.62	1,883,783.41	169,503.91	4,046,618.24
2007	1,468,344.00	1,013,987.00	606,931.00	3,898,529.00
2008	1,007,368.57	1,614,104.93	7,261.29	4,383,127.21
2009	1,735,277.04	1,632,419.24	752,152.79	4,456,510.20
2010	2,302,845.33	2,492,333.38	0.00	4,527,385.00
2011	2,802,270.22	2,050,977.39	0.00	4,430,823.00
2012	2,055,765.31	2,770,278.82	1,401,918.53	5,016,803.00
2013	2,802,577.52	2,124,936.73	1,285,193.78	4,810,986.34
2014	2,167,498.93	1,323,339.63	531,413.37	5,105,214.00
2015	2,748,003.24	2,093,647.69	273,554.83	4,860,829.00
2016	2,362,387.24	1,576,358.99	655,932.18	4,844,321.00
2017	1,853,400.60	1,653,842.02	496,426.69	5,397,376.00
2018	2,756,213.23	285,553.53	4,411,782.88	4,770,023.00
Total	\$45,119,219.12	\$41,398,168.97	\$12,204,886.08	\$103,227,414.46

Over the past twenty-six years, the Street Repair program has expended \$98,722,274 and has received local option sales tax revenue of \$103,227,414. This results in a balance that allows the program to completely cashflow itself. In FY20 reserve funds will be used to finance larger projects, including West 1st Street. Sales Tax revenue for 2017 includes 13 months of payments.

local



Fiscal Year	Total	Percentage Change
FY92	2,078,962	
FY93	2,500,578	20.28%
FY94	2,530,151	1.18%
FY95	2,544,855	0.58%
FY96	2,613,489	2.70%
FY97	3,101,207	18.66%
FY98	3,601,487	16.13%
FY99	3,251,023	-9.73%
FY00	3,113,084	-4.24%
FY01	3,204,731	2.94%
FY02	3,364,204	4.98%
FY03	3,375,434	0.33%
FY04	3,614,244	7.07%
FY05	3,785,420	4.74%
FY06	4,046,618	6.90%
FY07	3,898,529	-3.66%
FY08	4,383,127	12.43%
FY09	4,456,510	1.67%
FY10	4,527,385	1.59%
FY11	4,430,823	-2.13%
FY12	5,016,803	13.23%
FY13	4,810,986	-4.10%
FY14	5,105,214	6.12%
FY15	4,860,829	-4.79%
FY16	4,844,321	-0.34%
FY17	5,397,376	11.42%
FY18	4,770,023	-11.62%

The large increases in FY97 and FY98 are due to corrections and adjustments made by the State of Iowa. The City is budgeted to receive \$5.1 million in FY20.

- E. Mid-year Reductions:** Consistent with past Council recommendations, should revenues be less than projected by mid-fiscal year, all departments and the Library Board will, on a prorated basis, reduce expenditures to offset revenue losses.
- F. Forfeiture Funds:** Police forfeiture funds are budgeted in the FY20 budget to comply with State regulation. These funds are not intended to supplant any existing funding support received by the City and are intended to provide the local match for the grants offering a first priority basis.
- D. Sewer Repair:** In FY20, \$450,000 for sanitary sewer repairs is budgeted to grout, slip line or seal broken lines. This project is partially associated with the street repair program. Another \$30,000 is budgeted for sewer line repairs, \$25,000 for I/I Reduction Project, and \$30,000 for Infrastructure oversizing.
- E. Hospital Trust:** FY99 was the first year that interest revenue from the Sartori Trust was budgeted to pay for community health care concerns. A separate board with City Council oversight reviews the trust and recommends funding to the City Council.
- The trust board has recommended to fund eight projects in the amount of \$188,440 in FY20. The funding amount is derived from a portion of the interest income generated by the trust fund assets. The remaining amount of interest income is retained in the fund to cover the cost of inflation.
- I. Greater Cedar Valley Alliance:** This partnership's base funding for FY20 is \$25,000. A performance-based commission will be provided to the partnership allowing them to earn up to a maximum of \$20,000 based on the number of jobs and acres of development they generate for Cedar Falls. If this request is granted, the funds will come from the contingency line item or through the budget amendment process.
- J. Outside Levies:** Outside levies for special services are allowed by Iowa statute but only after referendum. The referendum must be held in a municipal election, which would be in November 2019. The City Council will consider whether to place these levies on the ballot in August 2019 and whether they will be used to free up funds within the \$8.10 limit to support essential service. Revenues for these levies will not be available until FY21 if approved. (The levies can support cultural, civic, musical and memorial buildings and services.)
- In November 2005, the voters did approve the \$.27 library levy. These revenues are included starting in FY07. This levy increased the taxes paid by a residential home by 1% for FY07 and for future years.
- K. Unfunded Mandates:** The State of Iowa continues to deny the City funds to support programs and laws mandated by State Statute. Laws include the 411 pensions, rollback and collective bargaining arbitration, which have hindered

the City's financial ability to deal with the needs of essential services. Listed below is an estimate of unfunded mandates for FY20.

State Unfunded Mandates	
Description	Estimated Amount
411 Pension	\$ 1,497,800
IPERS	1,115,840
Human Rights Commission	1,500
Civil Service Commission	3,500
Pre-employment Physicals	45,000
Post-employment Physicals	30,000
Drug Testing	3,400
Sales Tax on sports, pools, rec center admissions (Tax not imposed on non-profits like YMCA)	50,000
Inspection of municipal pools	2,000
Official Printing/Publication of minutes, notices, bills, etc.	35,000
Police in-service training	15,000
ILEA certification (\$13,000 per new officer)	13,000
	<u>\$ 2,812,040</u>

Additional items that are mandated, but difficult to attach a cost to:

- Collective bargaining process
- Increase in liability insurance due to lack of immunity
- State required reduce amount taken to landfill by Waste Reduction Act (Recycling, Yard Waste, etc)
- Civil Service testing process for new hires
- Stormwater requirements

- L. Consolidated Dispatch:** Consolidated dispatch expenses have increased from \$338,310 in FY19 to \$345,530 in FY20. This is an increase of 2.1%. In FY96 the cost was \$176,000. This is an increase of over 96% in twenty four years. In the long term, centralized political control by a single legislative body will be critical to long-term cost effective management. If the County takes over operation, all costs could be part of the county tax levy freeing critical \$8.10 funds for other City operated police and fire services.

FY99 through FY20, the Fire Department's share of consolidated dispatch expenses is included in their budget to assure allocation to University of Northern Iowa.

The Police and Fire departments will have on-going negotiations with UNI and the Iowa Department of Public Safety to determine if a dispatch system can be shared with these entities and the City at a lower cost. In addition, calculations need to be made to determine if the RACOM contract benefits the metro area,

or if it is more cost effective to purchase our own system instead of paying RACOM an annual fee.

- M. Governmental Accounting Standards Board Statement Number 68:** The objective of this statement is to improve information provided by state and local governmental employers about financial support for pensions that are provided by other entities (IPERS and 411 Pension).
- N. Self Supporting Municipal Improvement District (SSMID):** The FY02 budget showed a reduction in the SSMID revenue received by the City that supports Community Main Street. This reduction is due to a change in the application by Black Hawk County of the Downtown TIF District that overlaps the SSMID District. However, the City will reimburse Community Main Street for the loss of funds caused by the exclusion of the TIF increment from the Downtown TIF revenues. This reimbursement qualifies as a TIF expense and therefore is allowed. As State Street develops, the City Council may consider reevaluating this policy of reimbursing Community Main Street the full TIF increment in the SSMID district. A SSMID district was created in 2015 for the College Hill area to pay for a staff position as requested.
- O. Storm Water Enterprise Fund:** Ordinances were approved in FY06 for the creation of a Storm Water Enterprise Fund. Fees were established in FY07 to support the federally mandated testing, monitoring and protection of surface water discharges within the City and a new fund was created starting in FY07.
- P. Library:** The Library budget was increased from the FY06 allocation of \$1,049,060 to \$1,221,810 (16.5% increase) in FY07. This increase was primarily due to the passage of the library levy. Approximately \$107,000 of the levy was used for additional material and services at the library. The remaining amount of the levy was used toward costs for existing staff, materials, and support services. The library levy used for new materials and services increased the taxes paid on a \$100,000 residential home by approximately 1%.
- Included in the base budget is the \$100,000 for the Friends and Endowment Fund. Included in the FY20 \$2,183,400 library allocation is \$208,800 of other costs. These costs are for services provided to the library by other departments (\$35,000 for data processing; \$22,910 for insurance; \$112,360 for administrative/legal services; and \$38,530 for building maintenance.) Not included in the library budget is the cost of snow removal and grounds maintenance at the library site. Debt service to build the new library is also not included in the budget. If these costs were included, it would add an additional \$300,000 annually to the library budget. This would add an additional \$.30/\$1,000 valuation directly attributable to the library budget.
- The Library Board is encouraged to continue seeking private donations and financial support from the "Friends of the Library" to help meet additional

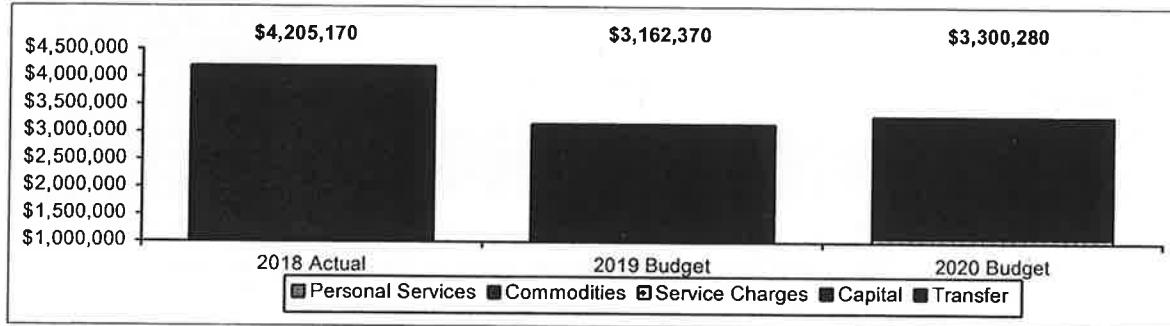
financial needs necessary to retain accreditation if that is a priority that directly benefits patrons.

- Q. Cedar Falls Utilities:** The transfer into the General Fund from the Cedar Falls Utilities (CFU) is budgeted at \$1,835,000 for FY20. CFU recognizes that the amount of the transfer needs to be equitable based on franchise fees and property taxes not paid, including recognizing that the City is reimbursing CFU for eligible TIF expenses. Beginning in FY15, CFU began transferring additional funds to the City to be set aside in a Capital Projects Fund.
- R. Code Enforcement:** The City Council in their goal setting session determined that stricter code enforcement would be a priority for them. Starting FY06, an additional police officer was hired that devoted 100% of his time to code enforcement. However, in FY20 a civilian position is being budgeted to perform code enforcement duties. Each year additional legal fees are budgeted to process cases developed by the new officer.
- S. Storm Water Projects:** In developing the Capital Improvement Plan (CIP), storm water projects continued to be incorporated. Consideration will also be given to developing a policy and practice that encourages and actively suggests new developments to restrict construction in the sensitive land areas.
- T. Land Acquisition:** The City continues to purchase parkland to improve the quality of life services and neighborhood facilities.
- U. Cooperative Partnerships:** In FY20 and future years, the City will be involved in many cooperative projects with other agencies within the Cedar Falls community and metro area. The projects include the following:
- Sartori Hospital and Covenant Health Systems – The City will be working with these health providers to create a new hospital in Cedar Falls. A new development agreement will be negotiated that includes an option for the current Sartori Hospital site. The City also worked with them on additional land at the current ESB site for the Public Safety building.
 - Consolidated Dispatch – The Fire and Police Departments will continue to review ways that provide dispatch at the lowest cost. This may include moving from the metro wide consolidated dispatch to a consolidated dispatch with the University of Northern Iowa. The Police Department will also be working with the University in considering shared police services.
 - Haz Mat – The City maintained a self-funded reserve to cover the City's liability associated with the current Haz Mat response system. The NIRG 28E agreement currently covers the City of Cedar Falls by Black Hawk County participation with the City paying Black Hawk County directly.
 - Facility Sharing – The Public Works/Parks Department will be working with Black Hawk County for shared storage space for road vehicles and IT equipment.

FY20 BUDGET HIGHLIGHTS BY DIVISION

General Fund

A. Administrative/Legislative/Miscellaneous



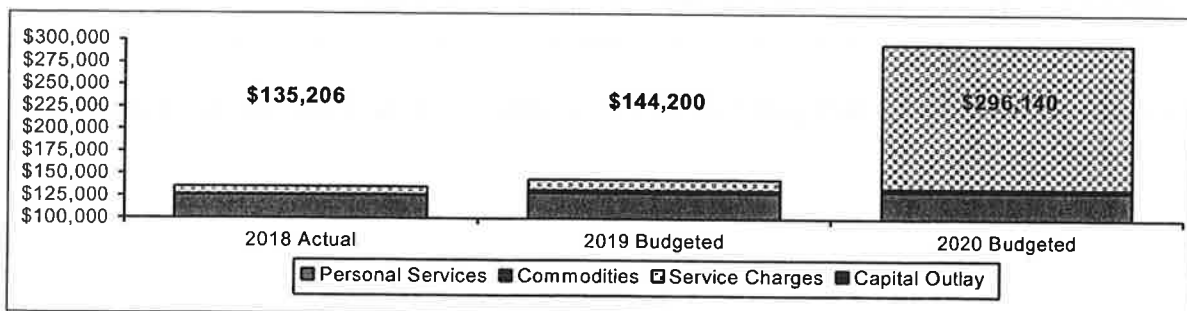
Included in this budget is the reserving of funds to be spent on upcoming capital projects. The Council continues in FY20 to prioritize setting aside funds to finance one-time projects. The Council also decided to set aside the TIF release dollars for future economic development.

The transit levy will be transferred to MET and is broken into three categories: (1) MET fixed route; (2) Cedar Falls Disabled and; (3) Elderly (RTC). A 2.5% increase is budgeted for the base funding to MET for FY20. The City has an obligation of \$15,520 to be devoted toward MET vehicle replacement. It is deposited annually in the "City's" capital account for vehicle replacement when requested by MET. MET has requested an additional amount to their base funding of \$32,800. This will be used to increase the daily routes of Route 9. MET has seen a need for this due to the growth in southern Cedar Falls.

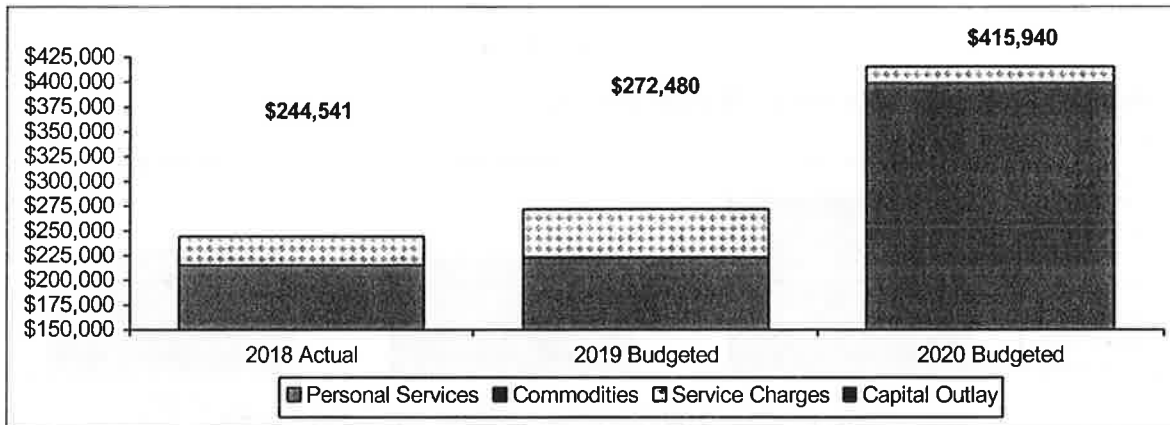
An ongoing grant to support a portion of the salary and benefits for one Police Officer devoted to drug enforcement (Tri-County Drug Task Force) is provided.

Portions of this budget have been transferred to the Enterprise Funds for revenue purposes. A debt service payment will be budgeted again in FY20 out of the \$8.10 levy in an effort to keep the debt service levy as low as possible.

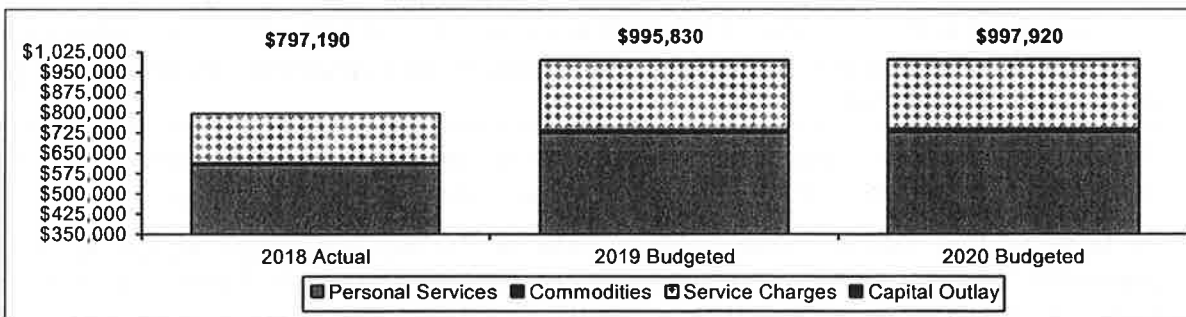
B. Mayor's Office



The increase in this budget is due to expenses for Economic Development activities. Portions of this budget have been transferred to Enterprise Funds for revenue purposes.

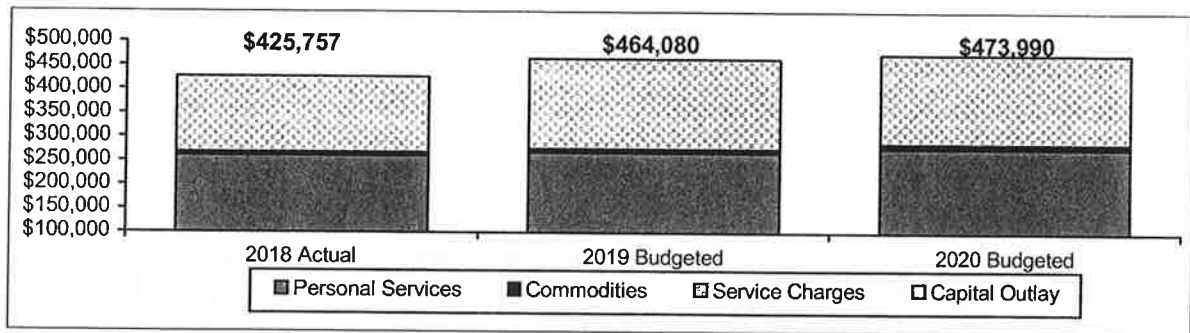
C. City Administrator

This budget reflects adjustments for employee benefit and salary adjustments set by the City Council. Two new full-time positions are being budgeted. One of these positions is for a communications specialist. This position will help promote Cedar Falls and keep the public informed of activities at the City. The other position is an economic development position that was budgeted under planning for FY19. Portions of this budget have been transferred to Enterprise Funds for revenue purposes.

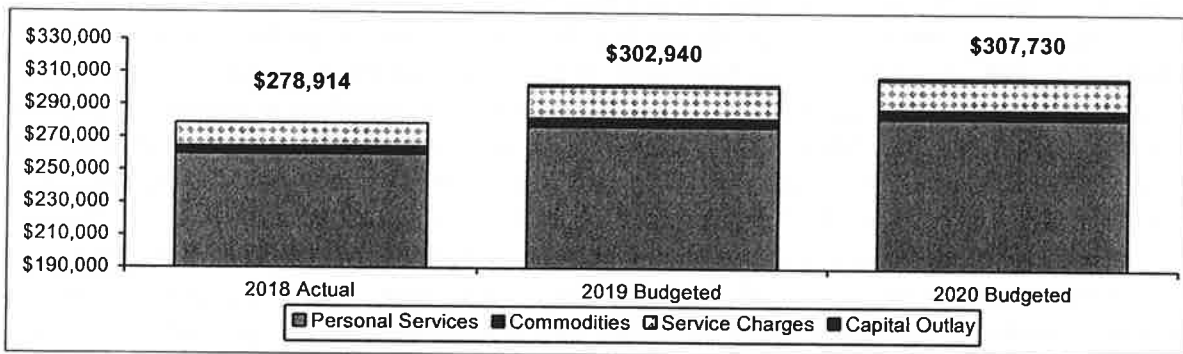
D. Finance & Business Operations/Financial Services

This budget reflects adjustments in salaries and benefits set by the City Council. Portions of this budget have been transferred to Enterprise Funds for revenue purposes. The director is budgeted 100% in this division.

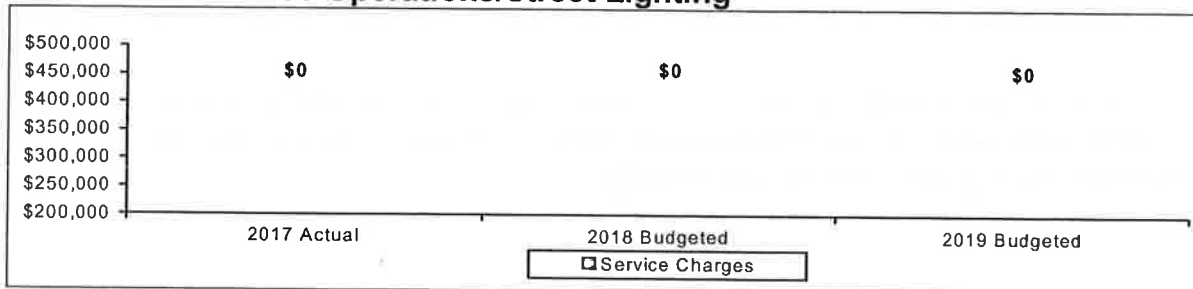
Funds are still being budgeted in FY20 in case there is follow up work needed for the pay plan study.

E. Finance & Business Operations/Legal Services

This budget reflects adjustments in salaries and benefits set by the City Council. Portions of this budget have been transferred to Enterprise Funds for revenue purposes.

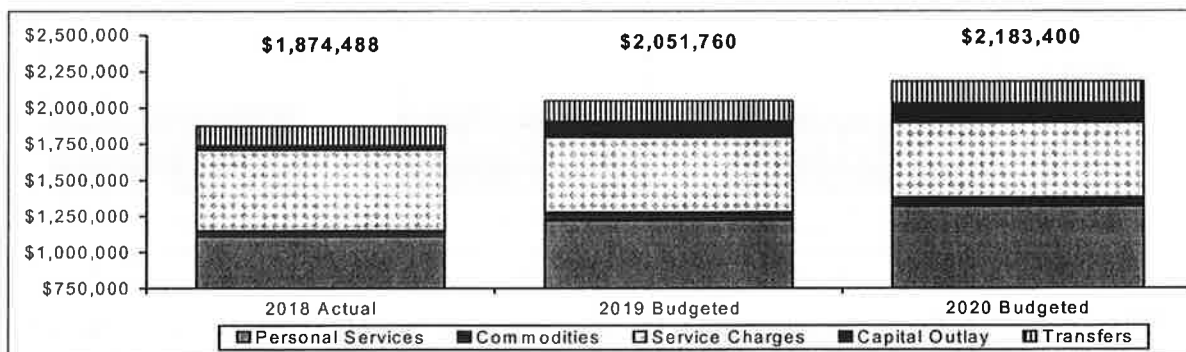
F. Finance & Business Operations/Public Records

This budget reflects adjustments in salaries and benefits set by the City Council. Portions of this budget have been transferred to Enterprise Funds for revenue purposes.

G. Finance & Business Operations/Street Lighting

Street lighting costs have been transferred to Cedar Falls Utilities as of January, 2016. A separate line item is displayed on the customer billings to note the fee that is being charged specifically for street lighting. This allows for transparency for the costs of providing street lighting and will also provide for tax-exempt property, including the University of Northern Iowa, to share in the costs of street lighting that those entities benefit from.

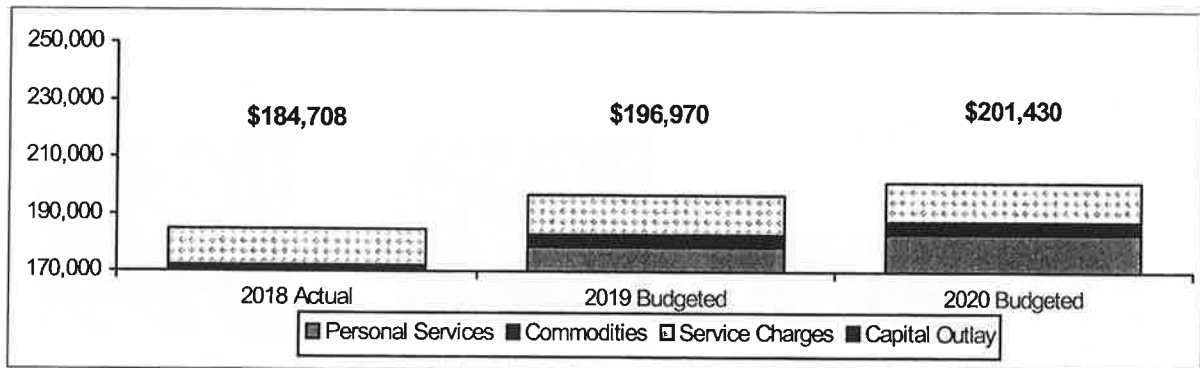
H. Finance & Business Operations/Library



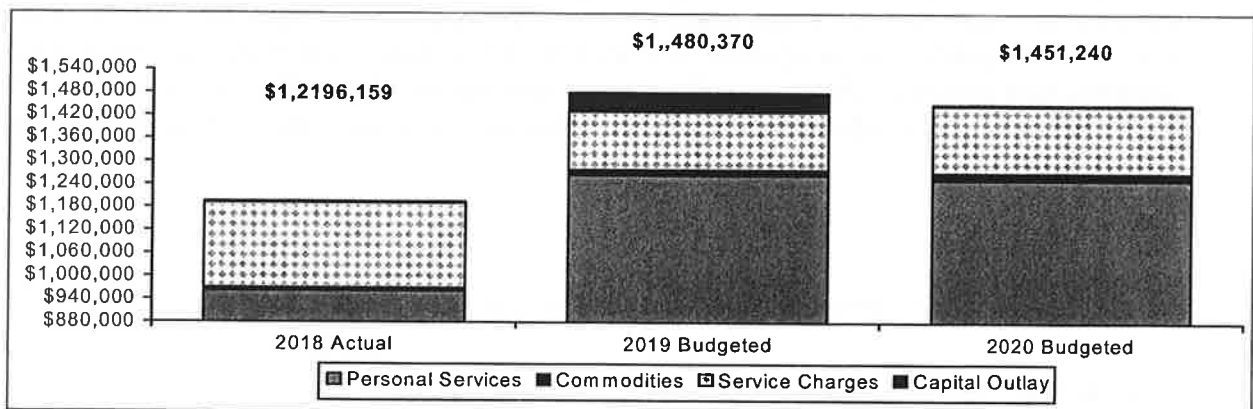
Increases in the Library budget are related to salaries and benefits set by the Library Board. During FY06, the citizens of Cedar Falls approved the \$.27 library levy. This levy will generate approximately \$527,890 for FY20. Normally, one-half of the levy is used to fund increased materials for the library and some staffing and technical costs related to the purchasing and handling of the new materials. The remaining portion of the levy is used for property tax relief by effectively reducing a portion of the property taxes paid to support library operations prior to the implementation of the tax. Due to the TIF release in FY18, this caused the library levy to increase significantly. These extra funds will be used to fund capital projects to support the library operations. Other city divisions support the library with services provided through their operations such as building maintenance, capital repairs, snow removal, janitorial, personnel policies, payroll, financial services, legal services, and computer operations that are not included in the library budget.

During the FY05 audit, the auditors noted that costs paid for by the Library endowment funds or the Friends of the Library group for the support of the Library should be included in the City's budget. The City would pay for these expenses, with the corresponding agency reimbursing the City. In an effort to provide for this, \$100,000 is being budgeted for expenses with an offsetting revenue source from the Friends/Endowment of the Library being included in the General Fund revenues in FY20.

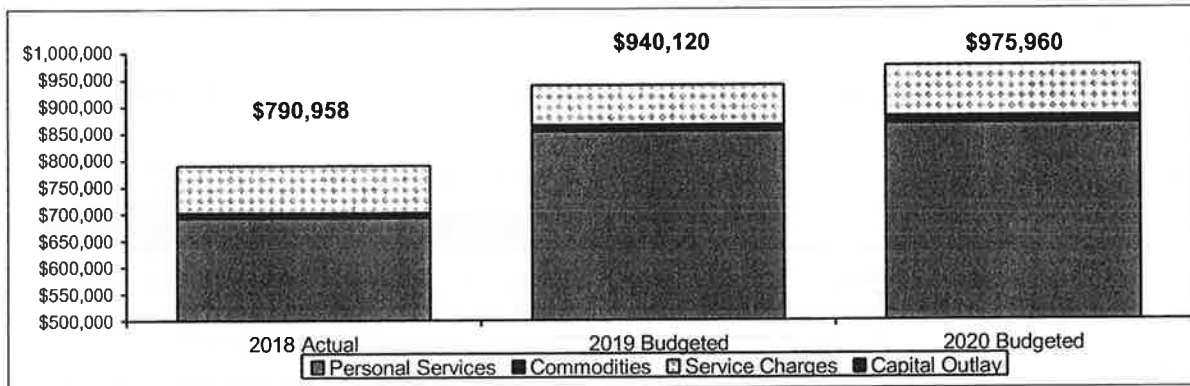
Included in the FY20 budget is the continuation of a full-time director. The City of Cedar Falls and City of Waterloo decided to discontinue the sharing of a full-time director and each hired their own director.

I. Community Development/Administration

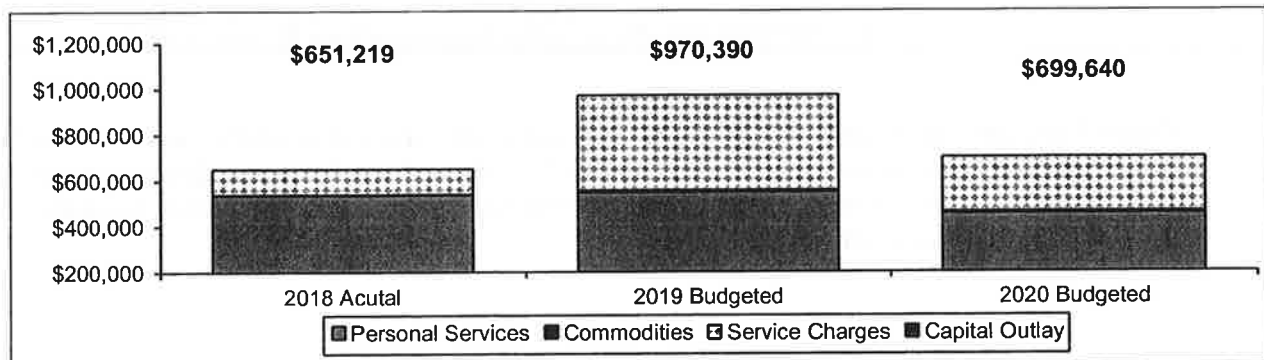
This budget reflects adjustments in salaries and benefits set by the City Council.

J. Community Development/Engineering Services

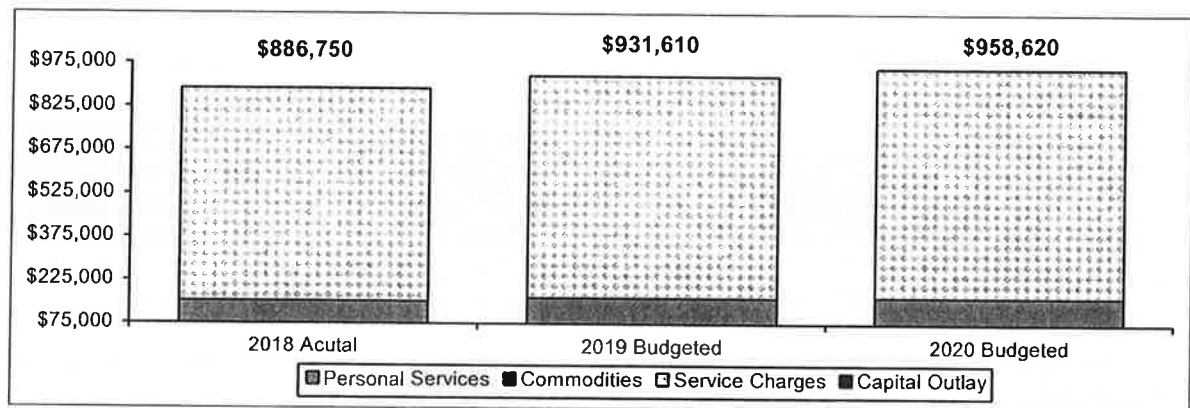
Project design reimbursements to the General Fund are made from General Obligation bond projects and enterprise accounts. A transfer of engineering design, inspection, and overhead costs are not made unless necessary since the transfer depletes bond funds available to construct projects.

K. Community Development/Inspection Services

This Division's budget is subject to occasional over-expenditure created by increased building inspection demands from new construction in the City. Adjustments are made through the budget amendment process during the months of April and May and increased inspection fees are used to cover the increased expenditures. A part-time seasonal inspector is budgeted in FY20 to help with increased activity during the construction months. Also, a civilian code enforcement position is being budgeted in FY20 and the police officer assigned to code enforcement in the past will move back to police shift.

L. Community Development/Planning & Community Services

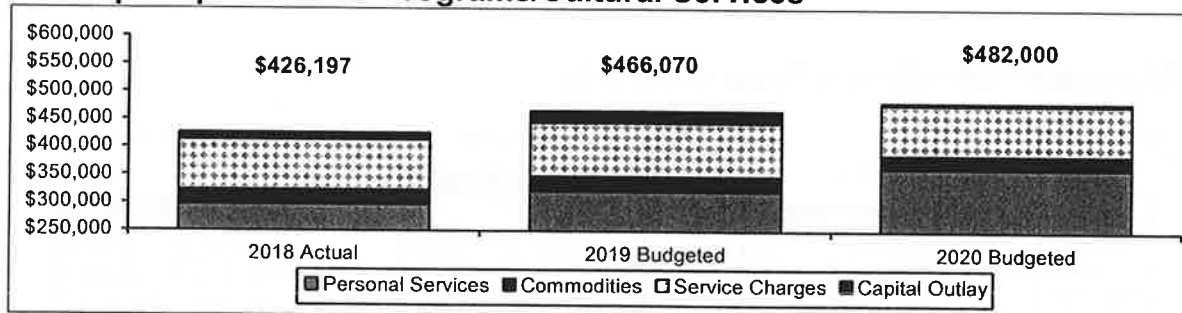
Adjustments to this budget relate to salary and benefits set by the City Council. \$60,000 is budgeted in FY20 to update the Zoning ordinance. One third of the INRCOG membership dues have been budgeted since FY01 from the Road Use Tax Funds. This transfer is justified by the City's required participation in the MPO to obtain federal and state roadway improvement funds. The economic development position that was budgeted in FY19 is being budgeted under the City Administrator for FY20.

M. Municipal Operations & Programs/Administration

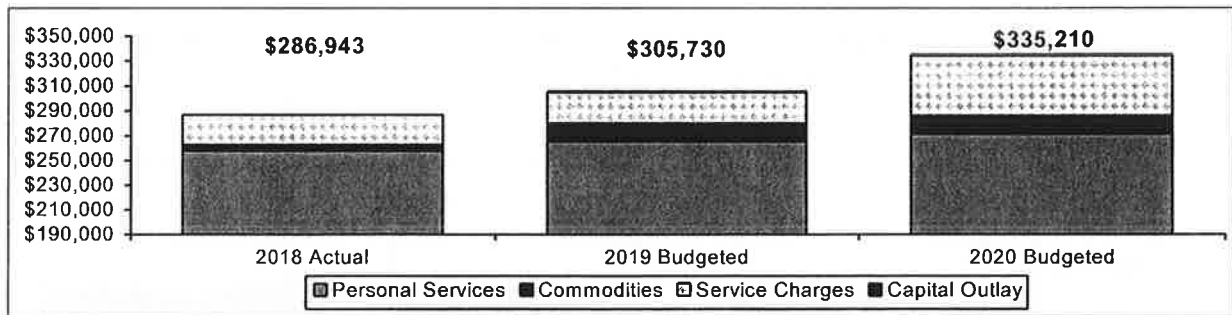
Included in this budget are some of the projects funded by Hotel/Motel tax proceeds. Projects for FY20 include:

1. The Cedar Valley Soccer is at \$10,000 for FY20.
2. Funding for the trail maintenance and the reserve account remained the same at \$43,750 in FY20.
3. The tourism building expansion line item is budgeted at \$21,880 for FY20. The Tourism Building will be paid off by 2030.
4. \$78,750 is budgeted in FY20 from the Tourism Fund. This fund will provide support to outside agencies that apply through the Visitors & Tourism Division for operating or marketing grants.

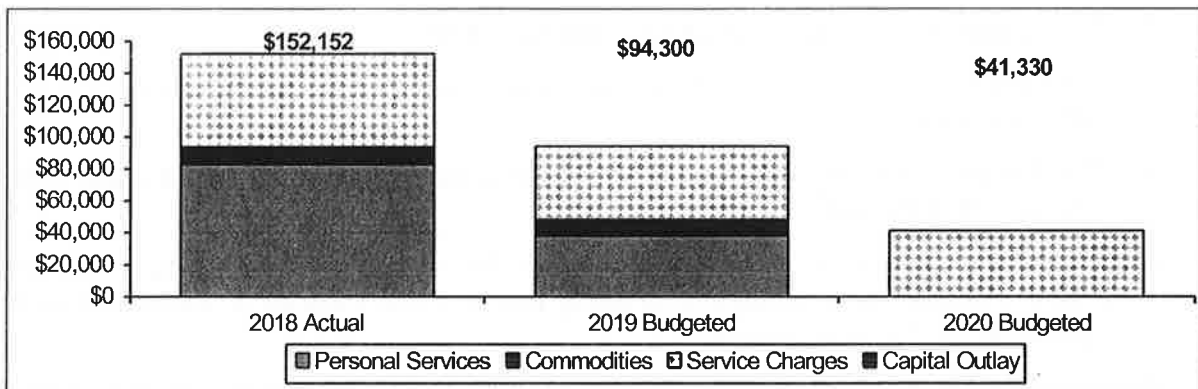
Also included in this budget is \$60,000 to support the Community Center operations.

N. Municipal Operations & Programs/Cultural Services

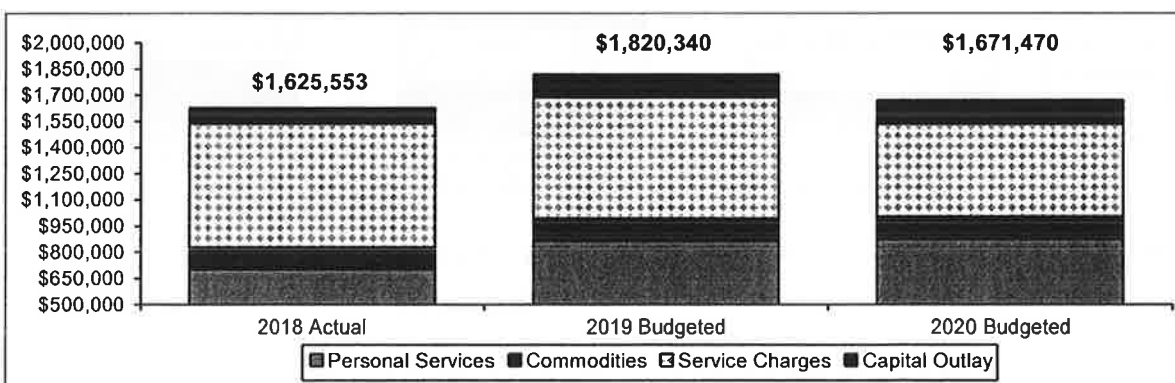
In FY20, additional part-time staff is being budgeted.

O. Municipal Operations & Programs/Cemetery

The increase in this budget is due to adjustments in salaries and benefits set through ordinance.

P. Municipal Operations & Programs/Golf

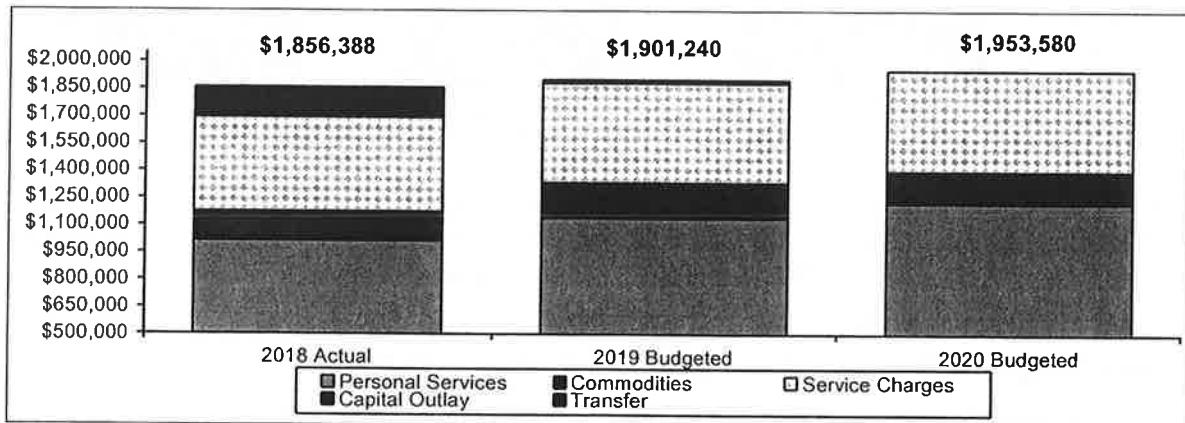
During FY17, the City analyzed if there is a more cost effective way to run the golf course and decided to privatize the operation. There is a small amount of services & charges being budgeted for FY20.

Q. Municipal Operations & Programs/Parks

During FY13, several portions of the park operations were moved to the new Public Works Complex. This includes the maintenance of parks equipment. Those employees are now funded under the Vehicle Maintenance budget and all repairs and service to parks equipment is done in one centralized maintenance area. The use of

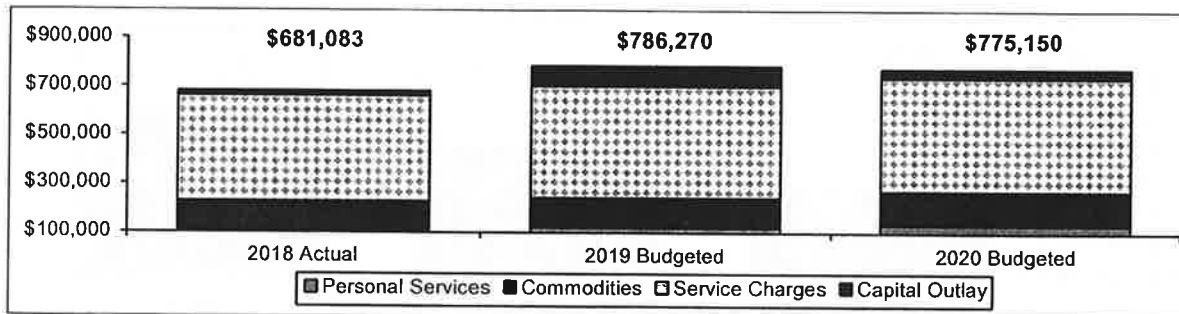
Hotel/Motel Tax funding for capital improvements to the parks is continued in FY20. If the commercial rollback state backfill funding is eliminated, the City Council may need to pay operating costs from these proceeds in FY21 and FY22.

R. Municipal Operations & Programs/Recreation Services

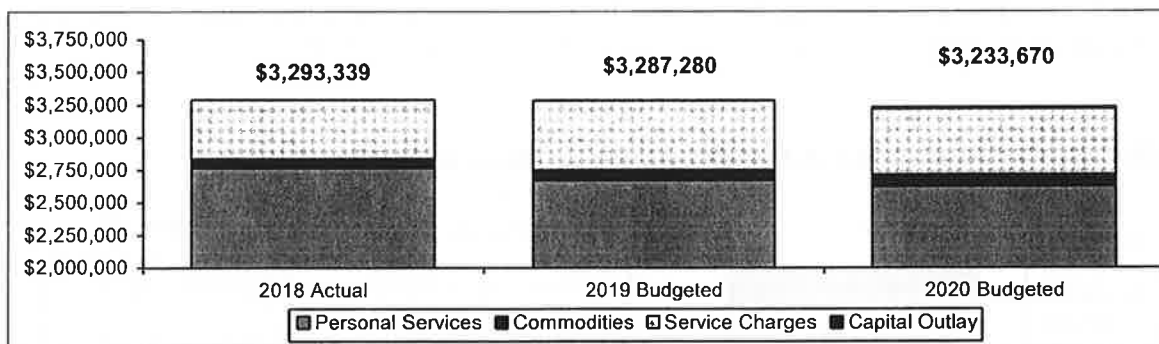


In FY16, the part-time aquatics/rec supervisor position was upgraded to a full-time position due to the anticipated retirement of the recreation manager. In FY20 a part-time Fitness Coordinator is being budgeted as full-time. Excess revenues generated each pool season from the Aquatic Center are set aside in a capital reserve account to assist with the financing of future maintenance and improvements.

S. Municipal Operations & Programs/Public Buildings



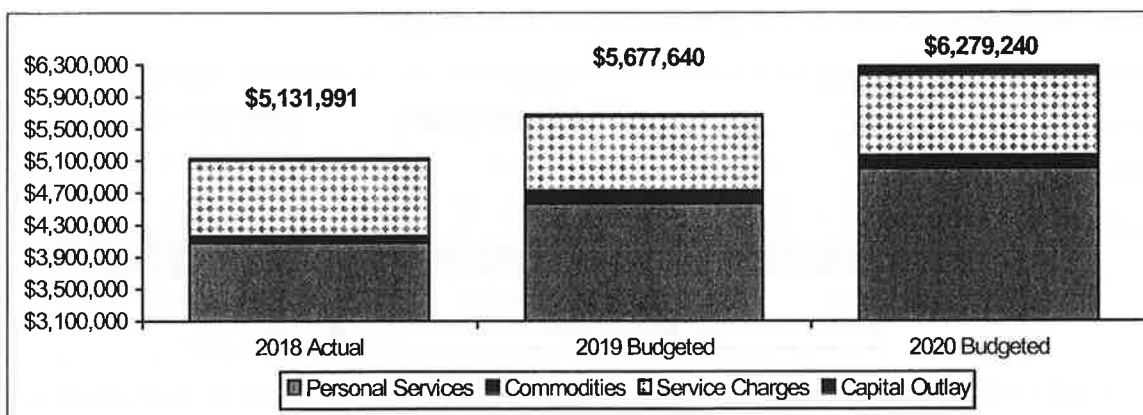
Included in this budget is \$25,000 for energy initiatives. \$13,000 is budgeted in FY20 for siren replacements.

T. Public Safety Services: Fire

In FY12, EMA costs were transferred from the police budget to the fire budget. The City utilized the EMA levy for the first time in FY13. The EMA levy will continue to be utilized in FY20 for both EMA costs and consolidated dispatch.

Since FY09, money has been budgeted for the city's contribution to NIRG (Northeast Iowa Response Group). This amount for FY20 is \$19,630.

One of the Chief's goals is to lower traditionally high overtime costs. Paid-on-call (POC) employees and Public Safety Officers (PSO's) can help with this goal. POC's and PSO's are available to respond to fire incidents during their normal work shift. During the Council's FY18, FY19 and FY20 goal setting sessions they decided to make the expansion of the PSO program a priority for Public Safety.

U. Public Safety Services: Police

* Includes Police forfeiture expenditures. These are not regular operating budget expenditures. They are included to comply with State budget requirements.

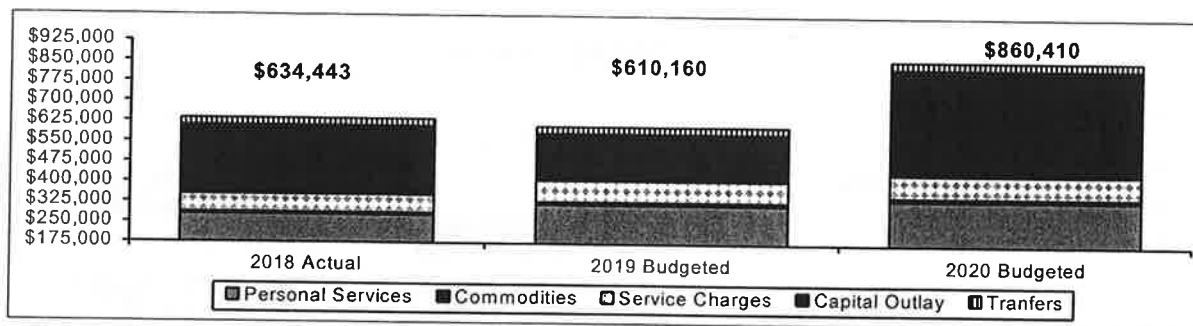
In accordance with Council directive, more PSO positions are included in the FY20 budget. Five additional public safety officer positions were budgeted in FY19 to plan ahead for anticipated retirements. The FY20 budget includes two more positions anticipated to be hired ahead. It takes 9-12 months after hire for an officer to be fully trained, therefore, hiring ahead of retirements allows officers to get on the street faster.

Included in this budget, is the City's allocated share for the Humane Society. The amount budgeted for FY20 is \$100,000. The City is now working with the City of Waterloo to provide these animal control services.

The complementary Fire Volunteer program utilizing City employees in a "paid on-call" status is also occurring in the Police Department with City employees serving as Police Reserves.

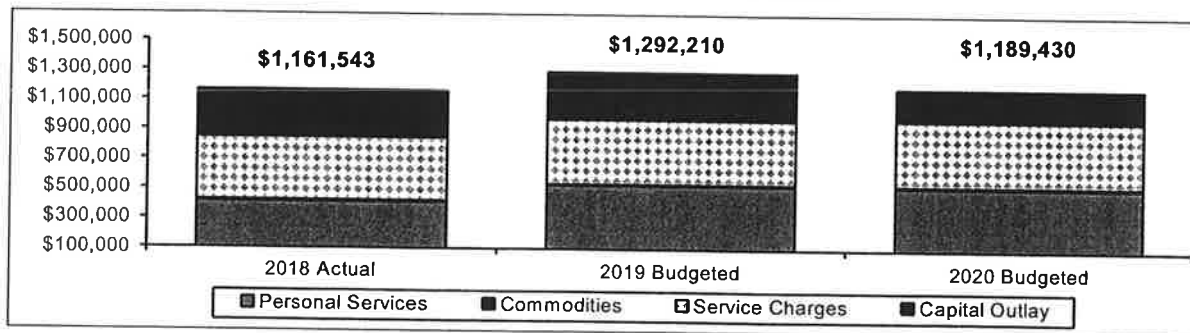
Public Safety has completed design of a new public safety building. This building will allow for increased operational efficiencies. By the end of FY18, \$9.7 million in capital funds have been saved for this project. The building is set to be operational by July, 2019.

CABLE TELEVISION FUND



\$180,000 is being budgeted for Studio Improvements in FY20. \$215,000 is being budgeted for equipment upgrades and a video switch. This budget is 100 percent financed with proceeds generated through cable service franchise fees or funds supplemented by Cedar Falls Utilities. The Public Information account has been continued and is intended to expand cable coverage of local government issues. As of January 2009, Public Educational Governmental (PEG) access fees have been eliminated in accordance with Iowa law. However, Cedar Falls Utilities will continue to fund PEG access fees at the current level.

DATA PROCESSING FUND



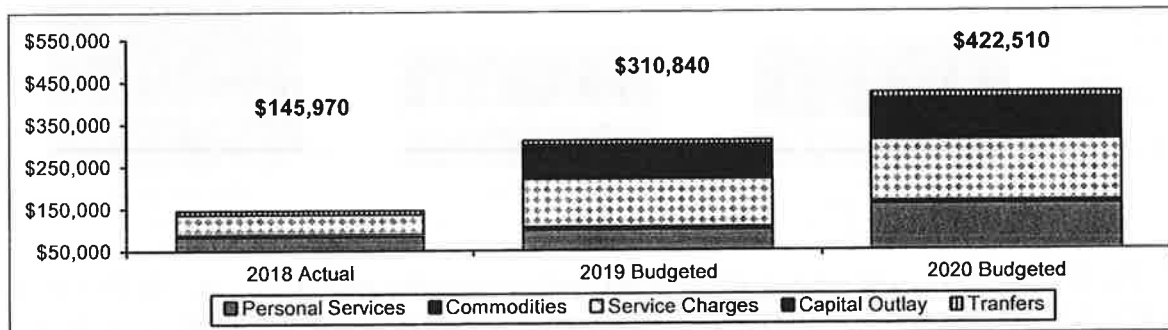
This division continues to install additional equipment and replace dated software with more advanced systems, providing the informational and technological improvements

required by each department. The scope of services has expanded to include providing support to the Police Division, which had been supported by a PD staff person, expanding network access, implementing wireless network access in several locations, installation and support of mobile devices, and implementation of real-time services, i.e. those that provide an immediate service to the citizen or employee, such as point of sale systems, mobile data computers, document storage and retrieval, registration and Internet services.

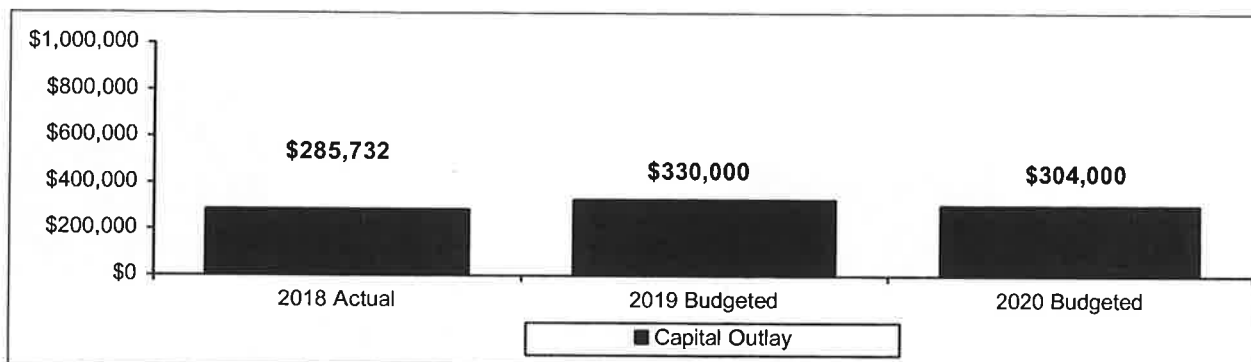
CJIS expenses are levied in the General Fund in the Police Department budget and transferred to Data Processing for payment. The Police Department receives numerous hardware and software improvements from CJIS and forfeiture funds, which are not visible in the Police Department or Data Processing Division budgets.

For FY20, \$140,000 is budgeted for network upgrades and computer installations. \$15,000 is budgeted for GIS in accordance with City Council priorities.

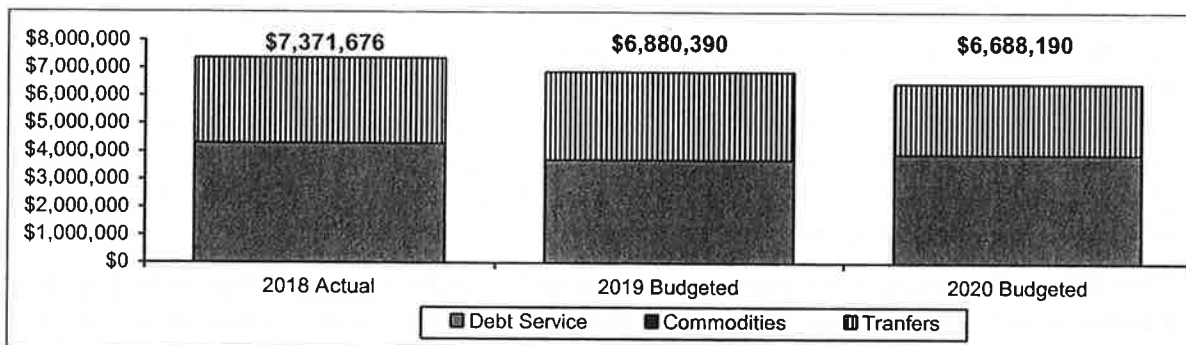
PARKING FUND



During FY19 a parking study was completed for the downtown area. During this study, the consultant came back with various recommendations. As part of these recommendations increase parking enforcement personnel are budgeted for FY20. \$50,000 in capital costs are being budgeted in FY20 for electronic payment stations for the public lots. \$75,000 is budgeted in FY20 for a parking study for the College Hill area and for parking impact studies to be completed by the consultant for new developments. The City will need to continue to evaluate parking needs and if additional paid for parking areas need to be added.

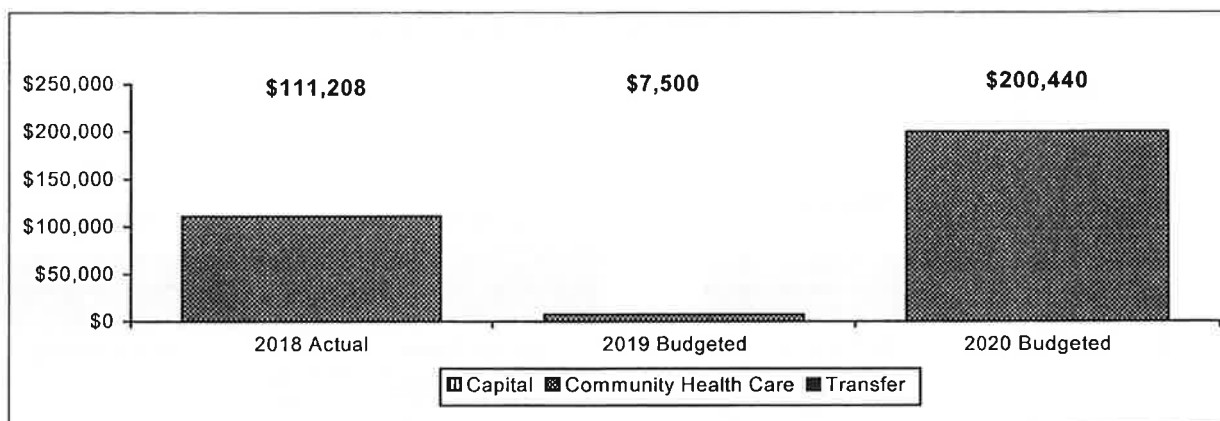
VEHICLE REPLACEMENT

This account was a new section in FY98, which is intended to separate the capital acquisition of vehicles from the maintenance account. This action is necessary because all departments and divisions accrue funds to this account and make acquisitions from it.

DEBT SERVICE FUND

City property taxes devoted to Debt Service under the Debt Service Levy will increase from \$522,480 budgeted in FY19 to \$888,720 budgeted in FY20. The levy rate will increase by \$.17 (\$0.26 to \$0.43) due to recent bond sales that were part of the CIP planning process. The amount of debt paid for out of the \$8.10 levy will decrease to \$97,890 for FY20 compared to \$293,680 in FY19. So the total amount of debt supported by property taxes is \$987,000 in FY20 compared to \$816,000 in FY19. The debt service taxes remained fairly stable due to the City's policy of only issuing replacement debt.

Budgeted debt service expenditures include the result of the transferring of TIF revenues to the funds providing the capital outlay for the infrastructure.

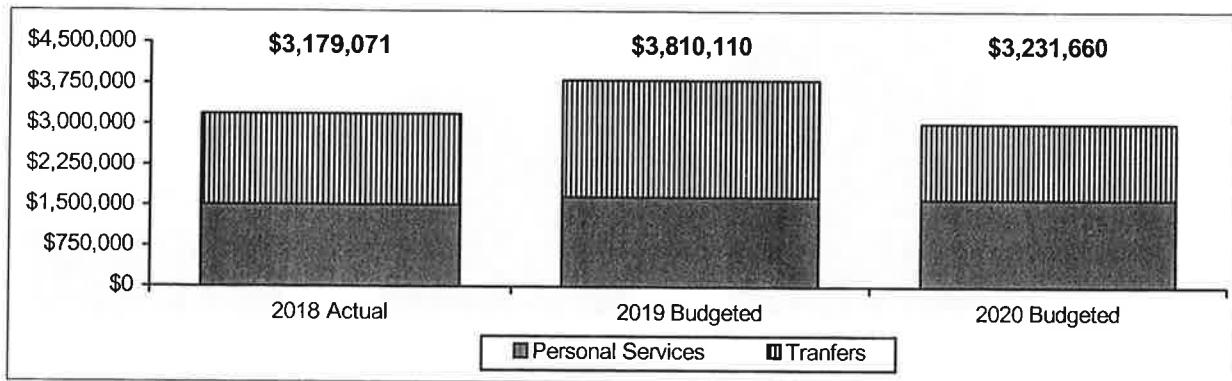
HOSPITAL FUND

In FY07 the new ESB building was constructed that provided space for ambulance, police and fire services. This was a joint project with Covenant Health Systems. The City provided the funding for the construction of the building through the Health Trust cash reserves. In FY18, the City worked with Covenant to purchase more land at this site for the new public safety building. Construction of the building began in the spring of 2018.

As of January 1, 1997, the Sartori Hospital operations were sold to Covenant Health Systems and a trust fund was established. By policy the City has chosen to expend only the earnings off of the investment and not the investment itself. The Cedar Falls Health Trust Fund Board oversees the trust fund and this budget addresses proposals for funding that the Board recommends to the City Council. The funding amounts provided are intended to be grants to these various organizations. Therefore, the City will not retain ownership or maintenance obligations relating to any capital items purchased by the receiving organizations. In FY20, eight projects in the amount of \$188,440 are recommended for funding.

The City will continue to lease the land and buildings associated with the Hospital. Professional office expansions were recently completed at Sartori at the expense of the Covenant Health Systems. These capital improvements become the property of the City once the lease expires. If a new hospital is built in Cedar Falls, the City will negotiate a new agreement with Sartori. The City will also have to consider options for the current Sartori site. Payments out of the Health Trust Fund as part of this agreement are not included in the FY20 budget since the terms of the agreement are still under negotiation.

In February 2001, the City acquired 388 acres of farmland through the Belz Trust. This trust was originally controlled by Sartori Memorial Hospital. A portion of the farmland is being rented by the Sewer Fund for the disposal of biosolids. The remaining acres are rented out for tillable farmland. The lease income and the property taxes associated with this property are reflected in the current year budget. In FY20, an increase of \$4,500 in farm taxes are budgeted.

TRUST AND AGENCY FUND

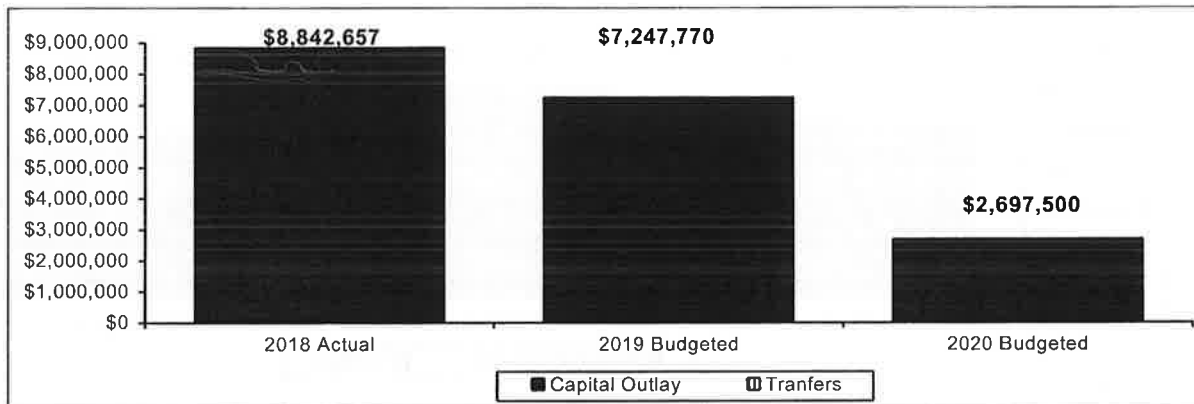
Not included within the Police and Fire Department's budgets are costs for Police and Fire Pensions mandated by the State. Also, worker comp costs were transferred to this levy in FY12.

The City will continue to levy property taxes in FY20 for the retirement amount not covered by interest income generated from the excess reserves. The City's contribution to the state pension system decreased to 24.41% for FY20, from 26.02% in FY19 as mandated by state law. This portion of the Trust and Agency levy will increase in FY20 to \$.77 from \$.88 in FY19.

Levied within Trust and Agency are taxes generated from the Self-Supported Municipal Improvement Districts (SSMID). The SSMID levy is based on City ordinance and transferred to Community Main Street and College Hill for their use as a Self-Supported Municipal Improvement District. The City will work with these organizations to determine if SSMID dollars may be used for certain recommendations that were generated by the parking studies.

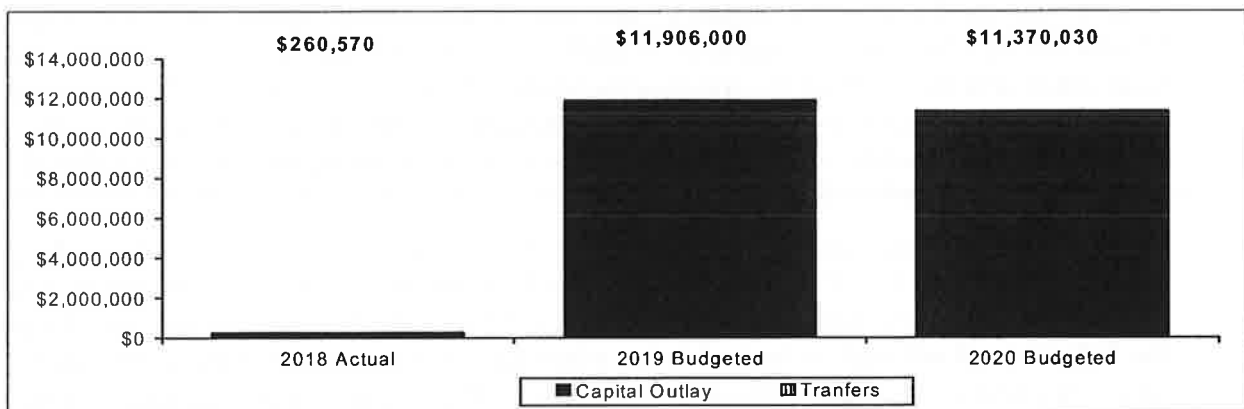
The City levies employee benefits outside of the \$8.10 limit in the Trust and Agency Fund. For FY20, the City will continue to levy for all the legally eligible insurances (Worker's Comp, Health, Life, LTD), FICA, IPERS, and liability insurances. However, the full amount will not be levied in an effort to keep property taxes down. Additional funds are being levied to account for losses in the health insurance fund. The Trust and Agency levy will decrease from \$1.14 for FY19 to \$.81 for FY20. Overall, there was an decrease in the total trust and agency levy from \$2.02 to \$1.58. IPERS contributions for FY20 will remain the same as FY19 of 9.44% and 411 costs will decrease as noted above.

FY01 was the first time in many years that the .27 emergency levy was not used and will continue to not be used in FY20. Previously, the City was informed that the emergency levy needed to be used before Trust and Agency.

GENERAL OBLIGATION BOND

GO Bonds were sold in calendar year 2018 for FY18 & FY19 construction projects.

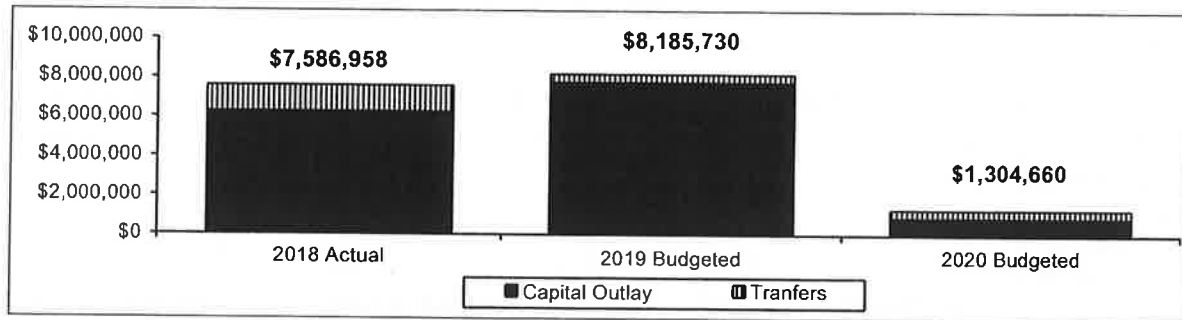
Bonds will be sold again in calendar 2020 for FY20 and FY21 projects. Projects budgeted in FY20 include Center Street Improvements, Cedar Heights Dr. reconstruction, Union Rd and Lake St. trails.

TIF BOND FUND

This fund is used to cashflow projects in the City's four active TIF districts, the Unified, Downtown, College Hill, and Pinnacle Prairie. At this point, projects in the Industrial Park can be cashflowed with current TIF revenues and bonding for the projects is not necessary.

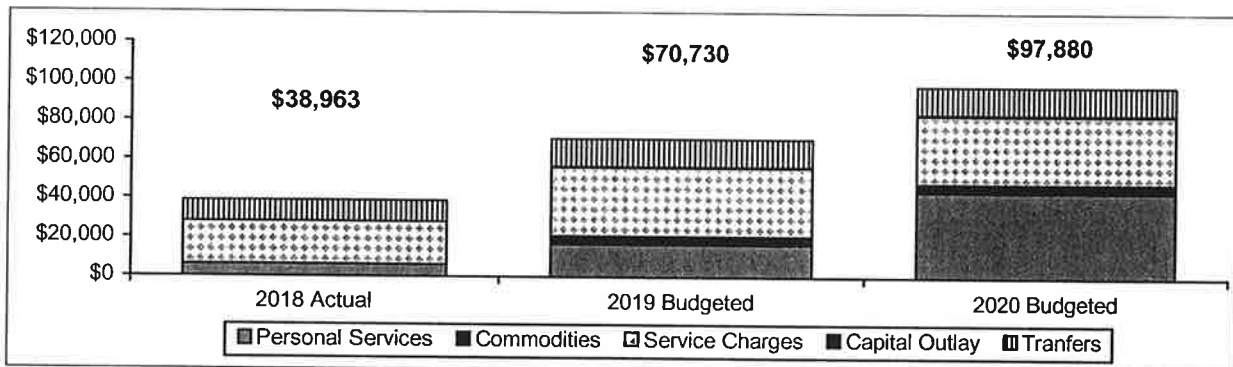
The City has completed the process of merging the 2 Industrial Parks into the Unified District. For FY18, a portion of this district expired. The City will be receiving \$3.1 million less in TIF revenues starting FY18. The effect of this will extend the payoff date of debt in that district and the City will need to review its economic development policies and incentives. In FY20, the City will continue to reserve \$1.3 million of the amount released for future economic development projects.

CAPITAL PROJECTS



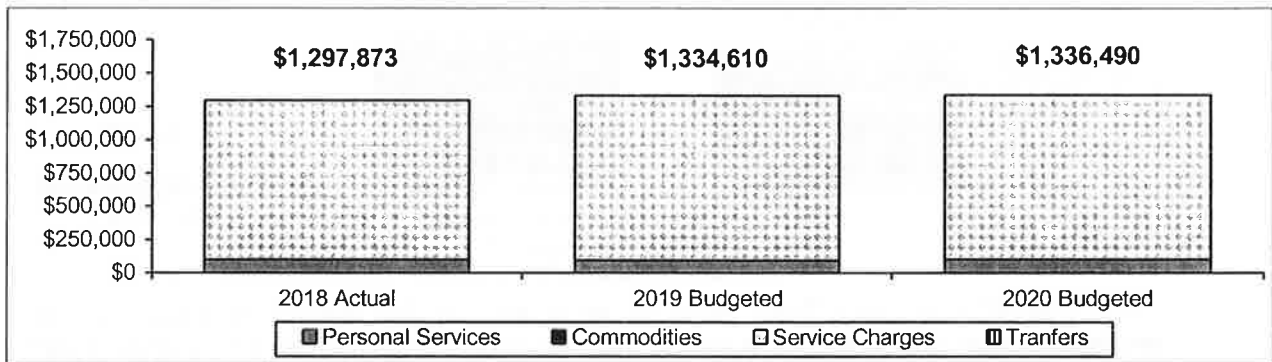
This budget can vary from year to year due to the timing of projects. In FY20, approximately \$370,000 is budgeted to complete the new public safety building. In addition, the City was awarded a \$750,000 grant from the Black Hawk Gaming Commission for this project.

COMMUNITY CENTER AND SENIOR SERVICES



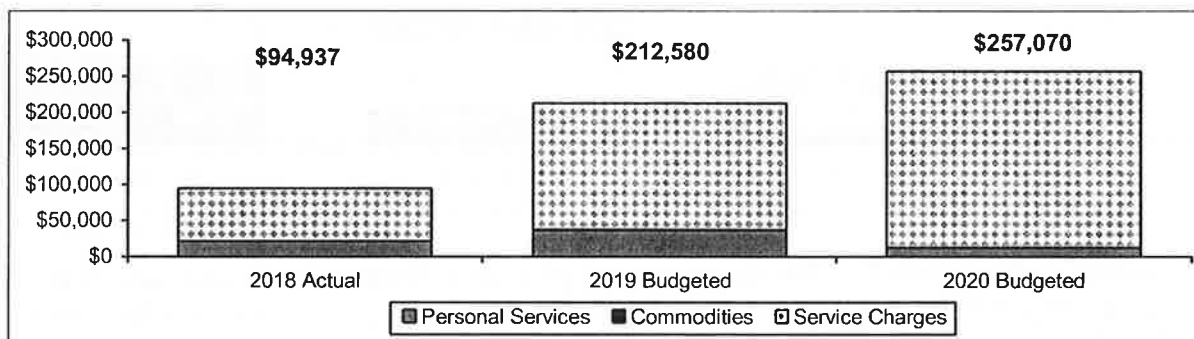
During negotiations for the development of a new library site, it was determined that the joining of the existing library site and the Community Center was a feasible option. The two organizations built one large building to house both of their operations. In connection with this, the Community Center has become a division of the City and oversight is the responsibility of the Library. Starting in FY09, general fund dollars subsidized this division and will continue in FY20. The operations of this division will need to be reviewed to determine options that are available for funding this service. A part-time position is being budgeted in FY20. This position will primarily work in the Community Center, but will also fill in where necessary at the library.

HOUSING VOUCHERS

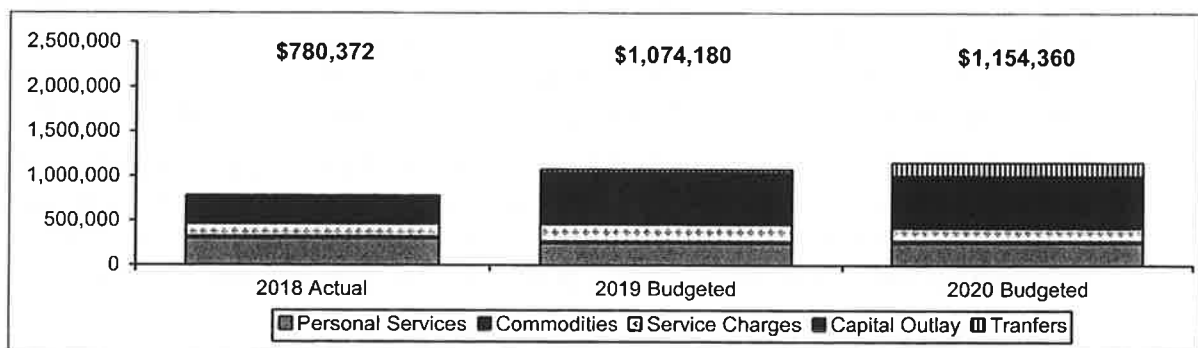


In FY14, the Housing division was moved to the Public Safety department in an effort to streamline inspections with Fire. However, that was not a feasible option, so it has been moved back to the Community Development Department.

BLOCK GRANT FUND

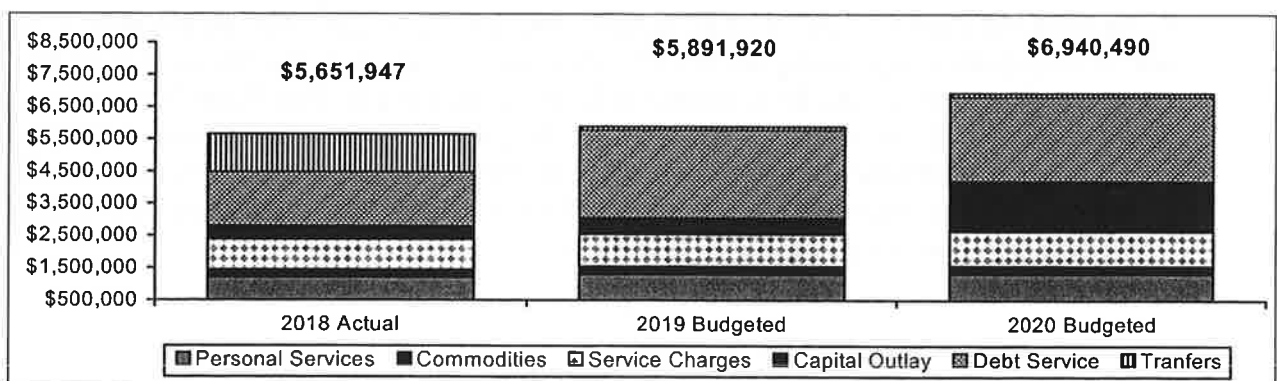


The Block Grant budget is based on the subsidy provided by the Federal government. The City has, for several years, faced a reduced Federal commitment to the Block Grant Program. This decreases the City's ability to pay for administrative and support staff with Block Grant funds. Starting in FY18, the City started contracting out some of the block grant services. The City Council will be required to hold an additional public hearing on the Block Grant program following adoption of the Cedar Falls budget. Unobligated or carryover monies are adjusted annually within the Block Grant program following the completion of a fiscal year or a specific project.

STORM WATER

This was a new enterprise fund for the City in FY07. Federal and state mandates related to storm water runoff and water quality have forced the City to provide inspection and detection services. New ordinances were created in FY06 to establish the Storm Water Utility. By July 1, 2006, a rate structure was adopted to cover the costs of adhering to the new mandates. All residential, commercial, and industrial properties are billed a storm water fee on a monthly basis. The City has contracted with the Cedar Falls Utilities to bill these fees similar to the current arrangement we have for sewer and refuse. In FY18, the rates were studied and increases of 5% each year for the next four years were adopted.

Several projects are budgeted on the current CIP. This includes funding to continue the permeable alley program.

SEWER RENTAL FUND**A. O & M Sewer Section**

Increases in this section of the Sewer Fund are due to increases in the capital line item total. In FY20 Sewer replacements & Water Line Extensions are being planned. It is anticipated that as street reconstructions are planned, sewer improvements in these areas will need to be addressed. Therefore, \$350,000 is budgeted in FY20 for these improvements.

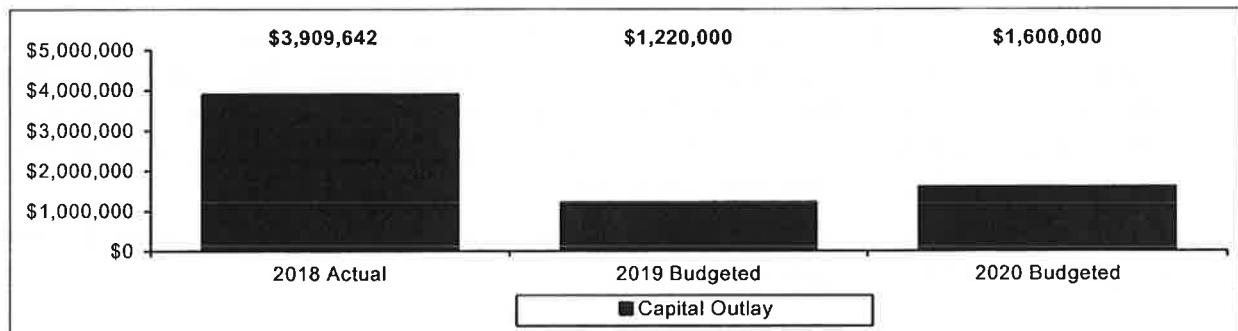
B. Water Reclamation Section

In FY07, one full-time position was transferred from this section to the Storm Water Utility. This was done due to the time the Water Reclamation will spend on collecting and testing water samples in conformance with federal mandates. This position will continue to be budgeted in the Storm Water Utility for FY20.

Since FY02, this fund has rented farmland from the City's Hospital Fund for the disposal of biosolids. The total estimated lease payments on the entire farm are budgeted in this fund. However, lease income on 2/3rds of the farm will be received by the Sewer Fund for the portion of the land not used for disposal.

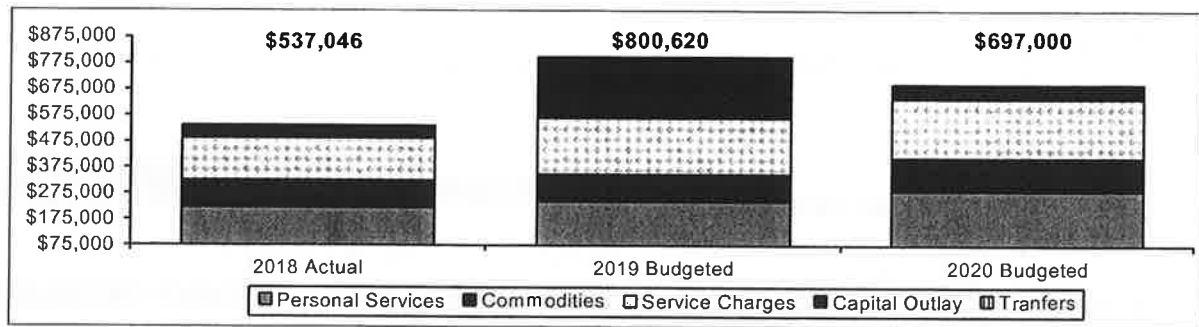
Debt service for the sewer fund is at \$2.6 million for FY20.

SEWER REVENUE BOND



In 2012, 2013 and 2014 the Disinfection project was financed with a State Revolving Fund loan through the Iowa Finance Authority and internally. Financing was reviewed and it was determined using reserve funds invested at a lower interest rate is more cost effective. For FY20, \$1.6 million is being budgeted for the Plant Digester Rehabilitation. Bonds were sold in 2018 to finance large projects in sewer and is anticipated in 2020 as well. A rate study was performed and rate increases of 5% each year for the next three years were adopted. Rate increases may be needed in the future for other large projects coming up.

VISITORS AND TOURISM SERVICES

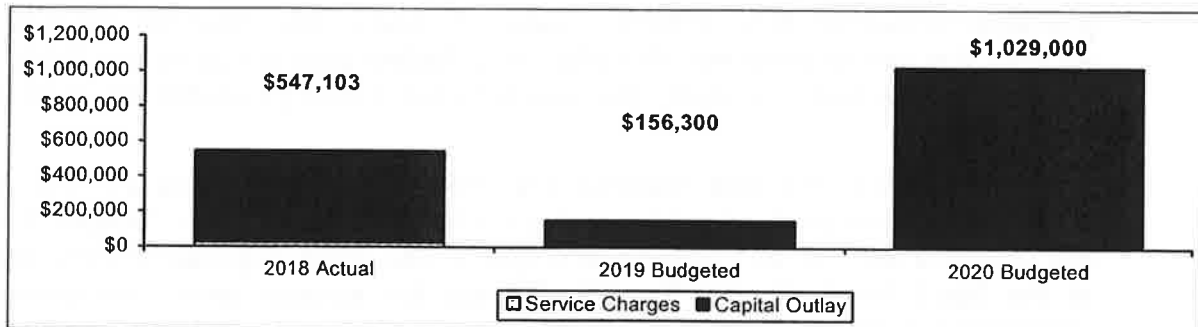


During FY01, the City Council approved reorganization for the Visitors and Tourism Bureau removing it from the Cedar Falls Chamber of Commerce control. This includes having the Bureau become a division of the City's organizational structure.

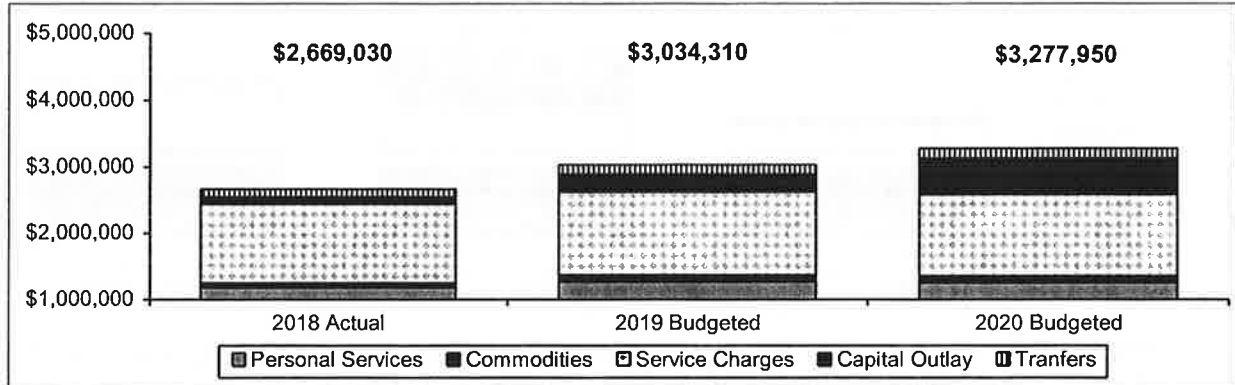
This division moved to a new building by the City's Industrial Park in FY05. A portion of the building is being financed through a loan to this division. Excess funds generated by the division will repay the variable interest rate loan over the next 15 years.

A full-time V&T Coordinator position is being budgeted in FY20 with the anticipation of the Program Manager's retirement.

MUNICIPAL OPERATIONS & PROGRAMS CAPITAL RESERVES



This section was created in FY99 to separate the funds budgeted for capital improvements projects out of the Golf, Hearst Center, Recreation Center, and Softball Improvement capital reserve funds. Portions of the fees generated from these operations are set aside each month to accumulate a reserve to pay for future major capital improvement projects.

REFUSE FUND**A. Public Works/Administration**

In FY20, there are changes in salary adjustments, insurance allocations, Vehicle Maintenance, data processing, and transfers.

B. Refuse Section

Demand continues to increase for the services provided by the Refuse Section. Growing interest in smart environmental practices locally and an increasing population within our community continue to challenge and push resources to the point where assistance from other staff outside the Refuse Section are utilized.

The compost facility is open daily from April through the end of November. The facility operation is now managed by a private contractor. Woody and leafy vegetation is managed separately however all material is now ground which reduces volume by 50%. This procedure expedites the composting process and provides additional free storage space. Further, this contract initiative has allowed the city to transport all curbside collected yard waste to the City facility eliminating the need to utilize the Black Hawk County Landfill for yard waste disposal.

This contract initiative has reduced city staff time at the facility as well as the need to purchase expensive processing equipment. As an added benefit, the City will realize a savings in transport and tipping fee costs associated with disposal at the Black Hawk County Landfill. Tipping fee savings alone will amount to approximately \$30,000 annually. However, the City will need to look at staffing the site to control improper dumping at the site.

Community interest in recycling continues to grow. Additional remote recycling sites are being sought out along with a planned expansion of the existing drop site on Lloyd Lane. In addition to the regular household recyclables, scrap metal, tires, appliances, E-waste, Styrofoam and asphalt roofing shingles are collected separate from the waste stream. Recycling of these items significantly reduces the amount of material being deposited in the county landfill.

Interest in living in Cedar Falls and the development of new subdivisions continues to increase. While staff and equipment can manage our current needs, an additional route may be required in the future to serve the community.

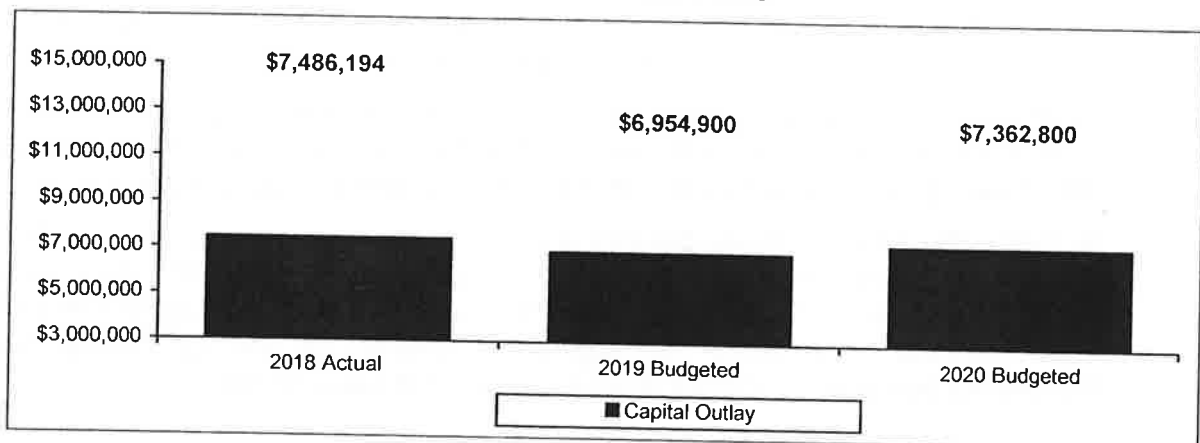
Staff continues to research ways to stretch resources and in 2015 implemented a "one sided" container pickup. This initiative requires that property owners place their yard waste and refuse containers on one side of the street thus eliminating the need to duplicate the route by driving down the street twice. Due to the success, the program continues to be expanded. In addition, modifying subdivision requirements in the deed of dedication so that one sided pickup is established when new streets and properties are developed will be advantageous.

In FY20 two large trucks are being budgeted.

C. Landfill Cash

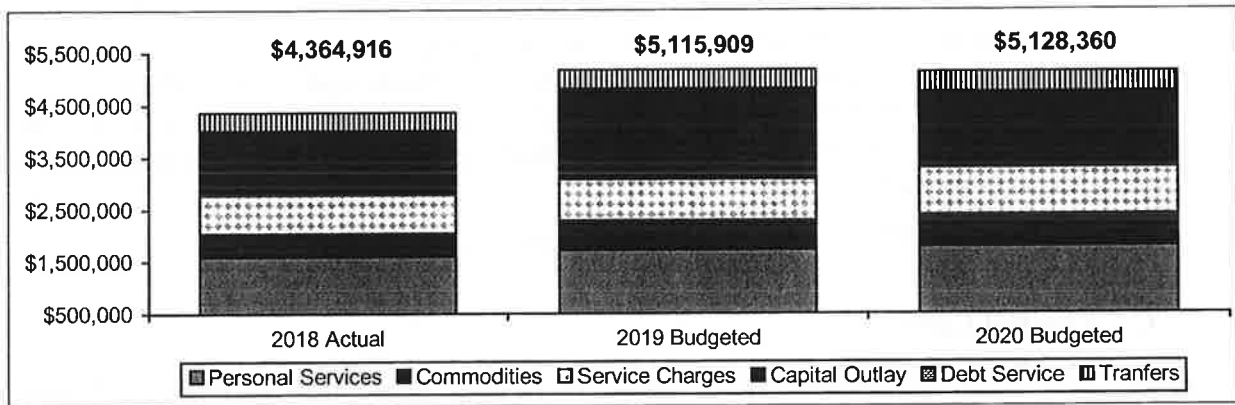
In FY03 – FY15 the City received allocations from the Solid Waste Commission. These funds were deposited into the Refuse Fund. A portion of the funds were used to cover the costs associated with the ban on leaf burning. \$4,629,500 of these funds were used for the Recreation Center Expansion project and the Aquatic Center. \$1 million was budgeted in FY15 to fund the Recycling Center Renovation project.

STREET REPAIRS



Funds devoted to Street Repair are generated by the Local Option Sales Tax. Through FY18, Street Repair expended a total of \$98,722,274. \$103,227,414 in revenues were received, resulting in a reserve balance. This reserve will be used to continue the program for 1-2 contract years if at some point the tax is not continued by voters. In addition, reserves over the next few years will be used to finance and cashflow several large street projects, including West 1st Street, University Avenue, Main Street, Cedar Heights Drive, and Greenhill Road Extension.

STREET CONSTRUCTION FUND



A. O & M Street Section

This particular fund is one of the most volatile of the entire City funds due to legislation, which determines the Road Use Taxes, forwarded to the City of Cedar Falls by the State of Iowa. Reserves at the end of FY19 were at \$7.9 million and are projected to remain fairly stable over the next four fiscal years. In FY09, the debt service transfer was removed to help maintain a reserve balance in this fund.

This fund is responsible for the major costs that would be incurred due to a flood or snowstorm; therefore its cash position is critical.

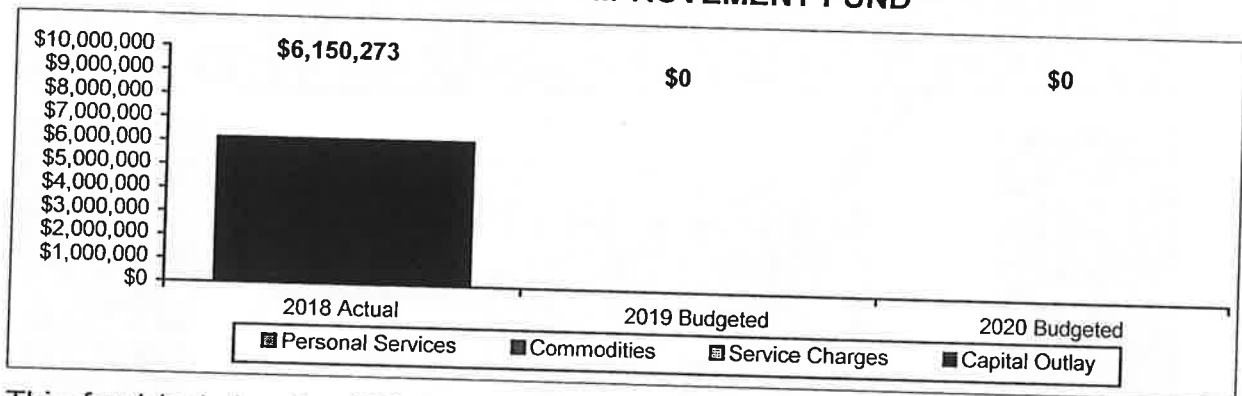
Funding for one full-time person in this section has also been transferred to the Storm Water Utility. This is to account for the time the street section spends on street sweeping. Sweeping streets helps to improve the quality of water runoff.

In 2015, the State of Iowa passed a ten cent increase in gas taxes, which will provide \$215 million additional revenue to the State of Iowa. This is projected to provide approximately \$687,000 in additional funding to the City of Cedar Falls. This increase in funding will finance a portion of the University Avenue Reconstruction project, Cedar Heights Drive, and Main Street.

B. Traffic Operations Section

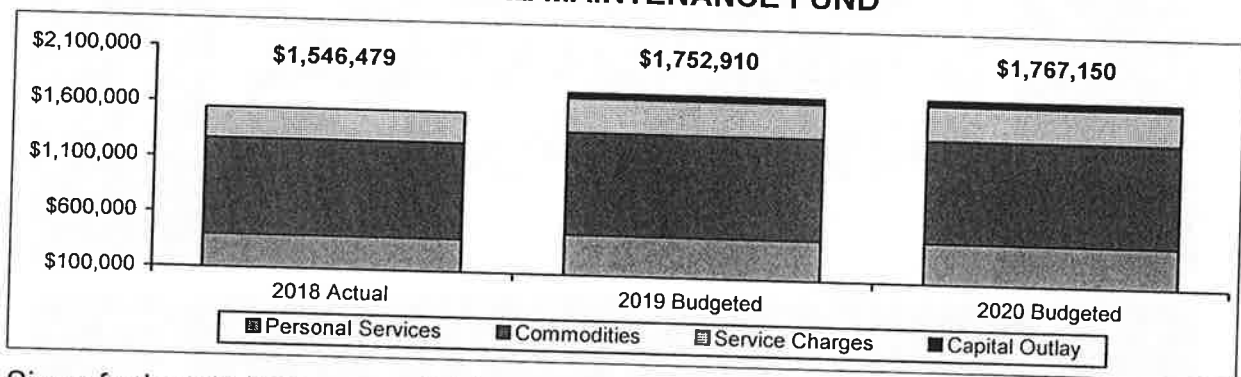
In FY20, there are changes in salary adjustments; insurance allocations, vehicle maintenance and data processing. \$200,000 is budgeted in FY20 for signal upgrades.

STREET IMPROVEMENT FUND



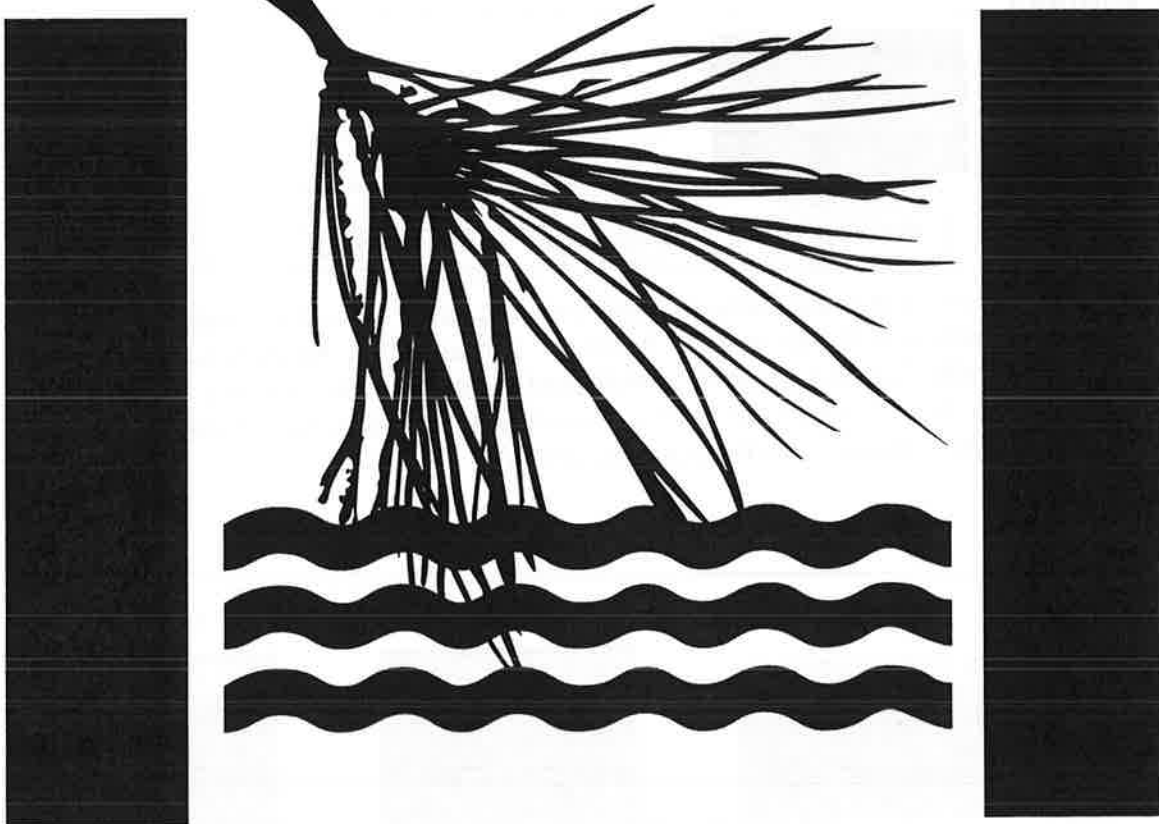
This fund includes the \$20 million that was received from the State of Iowa for the transfer of jurisdiction for University Avenue. Since FY16, funds have been expended for the University Avenue project. Additional funding to finance the remainder of this project will be from Road Use taxes, Local Option Sales tax, Federal safety grant, utility funds, Black Hawk County Gaming, and TIF.

VEHICLE MAINTENANCE FUND



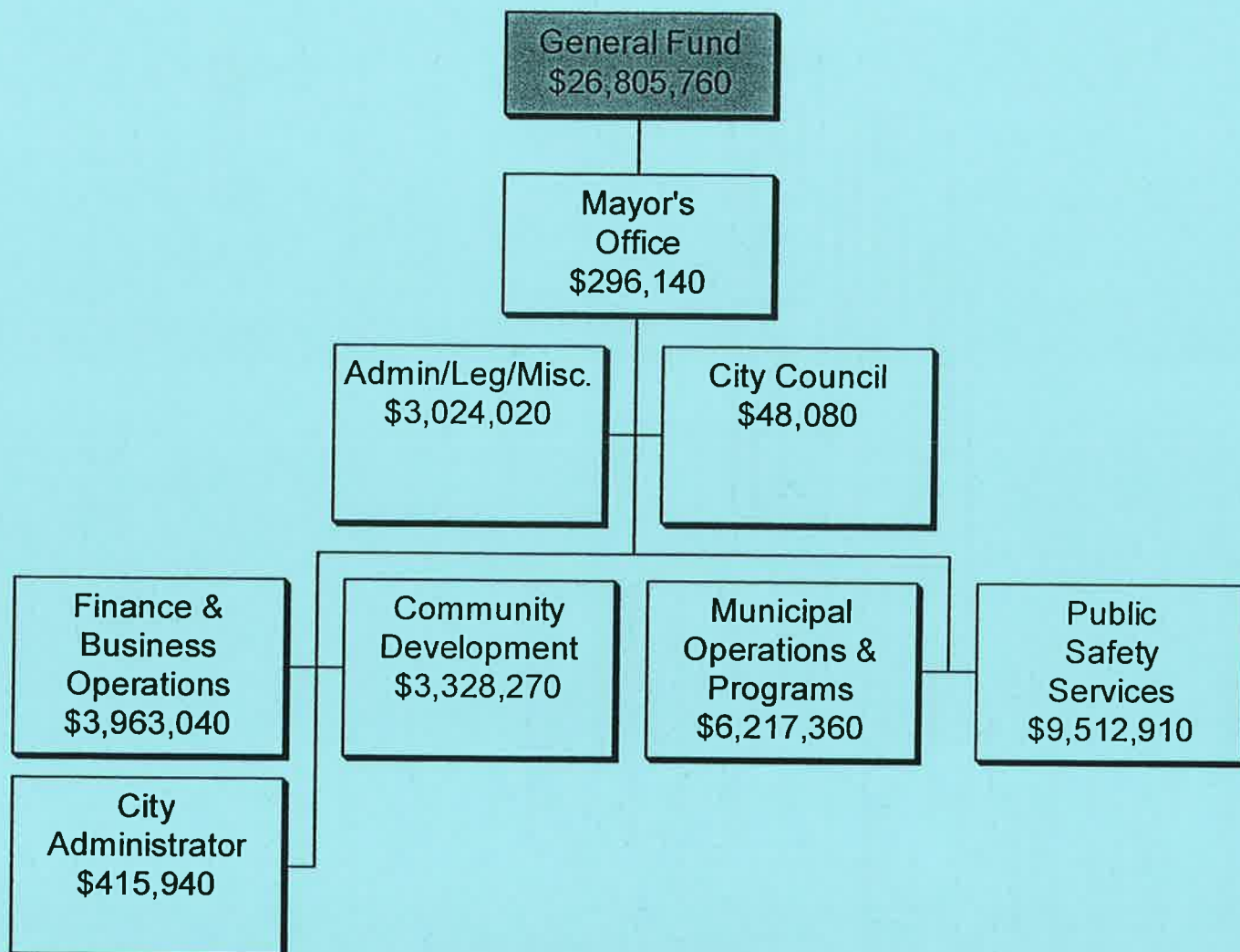
Since fuel costs have been stable over the past few years, this line item was reduced by \$100,000 for FY19 and remains the same in FY20. \$30,000 is budgeted for refurbishing of vehicles and \$25,000 is budgeted for the installation of vehicle locators.

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General Fund

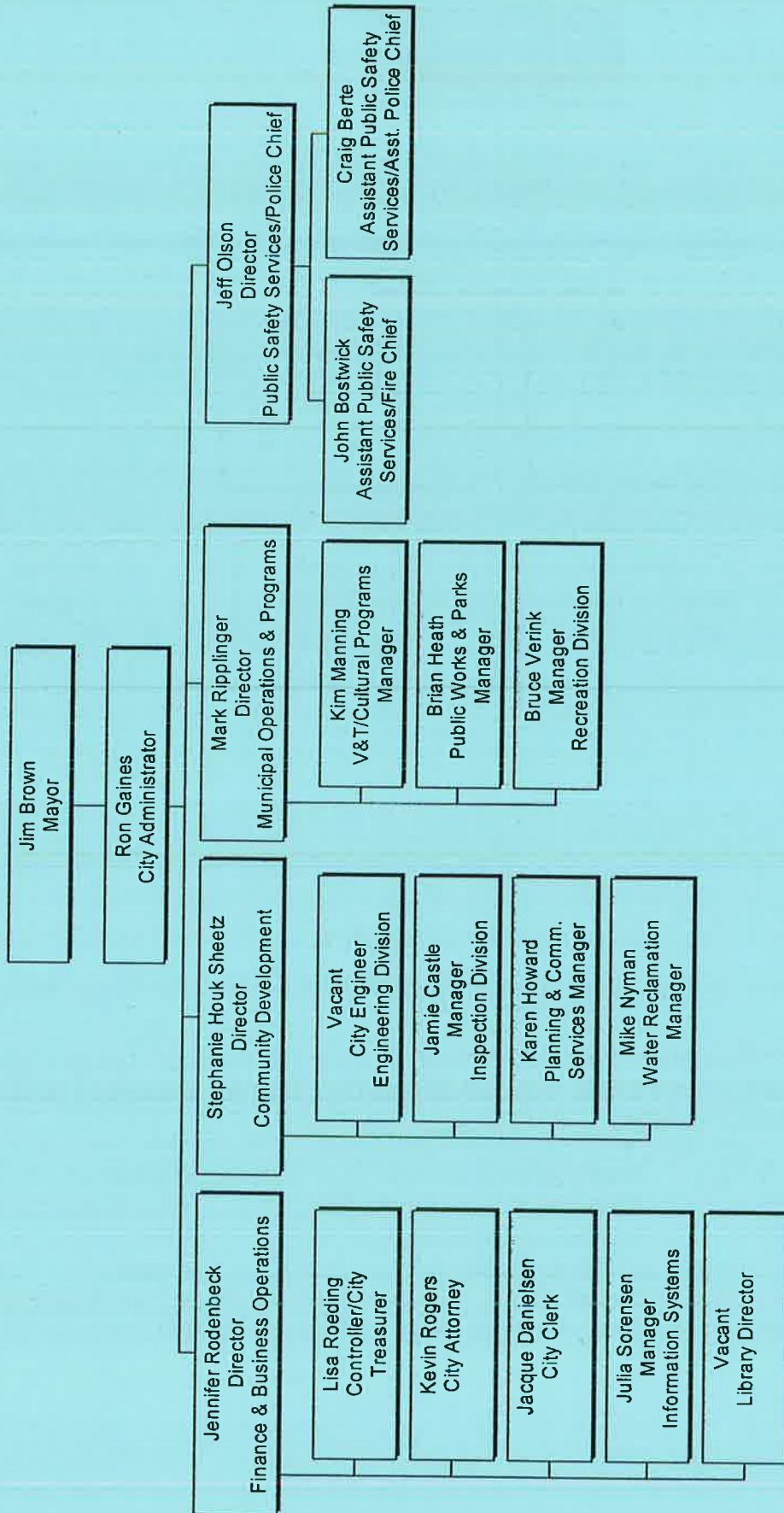
The General Fund is the City's primary operating fund. It accounts for the financial resources of the general government, except those required to be accounted for in another fund. The general government activities include:

Mayor and City Council
City Administrator
Financial Services
Legal Services
Public Records
Library Services

Engineering
Planning & Community Svc.
Inspection Services
Cultural Services
Cemetery
Golf

Parks
Recreation Services
Fire
Police
Public Buildings

City of Cedar Falls, Iowa Departments & Divisions



Financial Services
January 22, 2019

GENERAL FUND SUMMARY

25-Jan-19

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
BEGINNING BALANCE	\$5,158,433	\$5,276,117	\$5,760,874	\$5,760,874	\$5,760,874	\$5,760,874	\$5,760,874
Total Revenues	\$24,202,729	\$25,612,464	\$26,251,990	\$26,500,333	\$26,805,760	\$27,453,510	\$28,134,240
Total Expenditures	\$24,085,044	\$25,127,706	\$26,251,990	\$26,500,333	\$26,805,760	\$27,453,510	\$28,134,240
ENDING BALANCE	\$5,276,117	\$5,760,874	\$5,760,874	\$5,760,874	\$5,760,874	\$5,760,874	\$5,760,873
% of Reserve	21.29%	21.94%	20.07%	21.49%	20.98%	20.48%	
Current Year Cash Added (Used)	\$117,685	\$484,758	\$0	\$0	\$0	\$0	\$0

AUTHORIZED POSITIONS	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	140.85	135.55	143.11	139.97	146.68	146.68	146.68
Part-Time	80.18	73.55	77.52	77.52	77.40	77.40	77.40
TOTAL	221.03	209.10	220.63	217.49	224.08	224.08	224.08

Note - The number of part-time positions are estimates. Data relative to full time employees is in full-time equivalents (FTE) and not actual positions available.

PROPERTY TAX REVENUE	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
General	\$12,650,953	\$14,152,617	\$14,844,490	\$14,696,045	\$15,798,660	\$16,272,620	\$16,760,800
Debt Service	1,061,688	1,068,706	522,480	517,255	888,720	664,150	661,100
Trust & Agency	1,298,376	1,644,894	3,709,020	2,118,989	3,097,480	2,786,160	3,181,110
Levy - Liability Insurance	181,412	180,920	241,340	238,927	256,690	264,390	272,310
Levy - MET Transit	372,728	367,021	376,180	372,418	418,390	430,940	443,870
Levy - Cedar Falls Band	29,866	29,992	30,000	29,700	35,000	35,000	35,000
Levy - Cedar Falls Library	423,228	473,614	496,040	491,080	527,890	543,730	560,040
Levy - EMA	355,317	370,193	396,060	391,514	398,090	410,030	422,330
TOTAL	\$16,373,568	\$18,287,957	\$20,615,610	\$18,855,927	\$21,420,920	\$21,407,019	\$22,336,561
PROPERTY TAX RATE	11.22	11.13	11.22	11.22	10.95		

GENERAL FUND REVENUES

25-Jan-19

Revenues	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Building Permits	990,780	1,131,563	800,000	881,072	850,000	850,000	850,000
Burial Permits	71,570	75,750	70,000	62,796	70,000	70,000	70,000
Business Licenses	6,120	6,525	6,000	8,147	6,000	6,000	6,000
Cafeteria Plan	0	0	15,000	0	15,000	15,000	15,000
Cemetery Lot Sales	43,000	71,060	45,000	62,400	45,000	45,000	45,000
Cigarette Permits	3,075	3,775	2,000	540	2,000	2,000	2,000
Code Enforcement	2,358	3,621	5,000	171	5,000	5,000	5,000
Cultural - Art Sho	0	0	50	0	50	100	100
Cultural - Fees	30,580	49,969	30,000	37,550	30,000	31,000	32,000
Cultural - Memberships	7,543	9,342	5,000	5,000	5,000	5,000	5,000
Cultural - Gift Shop Sales	4,689	6,160	5,000	7,247	5,000	5,000	5,000
Cultural - Art Work Sales	338	648	1,000	2,500	1,000	1,000	1,000
Donations - Cultural	219	388	1,000	612	1,000	1,000	1,000
Engineering Misc. Permits	0	0	15,000	38,880	15,000	15,000	15,000
Economic Development	8,093	3,847	2,000	0	9,000	9,000	9,000
Electrical Inspections	98,553	72,079	85,000	101,455	90,000	90,000	90,000
Engineering Design	0	0	400,000	0	400,000	400,000	400,000
Fire Protection - Rural	52,594	54,521	53,200	54,441	56,300	57,000	58,000
Fire Protection - UNI	565,080	523,421	581,380	581,380	580,000	590,000	600,000
Fire Receipts	21,305	6,792	25,000	12,462	15,000	15,000	115,000
Fire Commercial Inspections	13,763	41,304	40,000	54,010	40,000	40,000	40,000
Fire Hous. Inspect. Min. Rental	84,775	119,400	100,000	103,212	100,000	105,000	110,000
Golf Contract	0	32,758	0	20,000	30,000	40,000	40,000
Golf Concessions	21,708	0	0	3,287	0	0	0
Green Fees	216,769	0	0	0	0	0	0
Golf Pro Shop Rental	8,105	0	0	0	0	0	0
Grants - Cultural Services	17,010	33,629	30,000	15,711	30,000	30,000	30,000
Grants - Fire	350	0	3,000	18,000	3,000	3,000	3,000
Grants - Fire Equipment	0	200	1,000	0	1,000	1,000	1,000
Grants - Library	35,868	22,321	25,000	23,682	25,000	25,000	25,000
State Backfill	609,714	596,446	0	568,636	0	0	0
Grants - Parks & Recreation	44,782	22,064	20,000	7,174	20,000	20,000	20,000
Grants - Police Officer	53,043	39,839	30,000	38,068	30,000	30,000	20,000
Grants - Police Operations	51,083	16,819	15,000	49,846	15,000	15,000	15,000
Grants - Rec Trail	1,049	0	0	0	0	0	0
Interest - Cemetery	4,490	5,858	5,700	5,700	8,430	8,500	8,600
Interest - General	111,900	164,399	74,700	211,447	179,110	199,990	131,309
Library - Copy Machine	7,985	6,986	7,000	7,520	7,000	7,000	7,000
Library - County Tax	22,981	27,350	21,000	28,941	21,000	21,500	22,000
Library - Salary Reimbursement	14,633	1,794	0	60	0	0	0
Library - Fines & Fees	31,205	29,790	30,000	33,270	30,000	30,000	30,000
Library - Lost & Paid Books	2,357	2,714	2,500	3,077	2,500	2,500	2,500
Library - Open Access Funds	18,251	30,862	10,000	10,000	10,000	10,000	10,000
Library - Friends/Endowment Reimburs.	232,444	82,808	60,000	60,000	60,000	60,000	60,000
Library - Donations & Sponsorship	2,186	4,524	40,000	21,360	40,000	40,000	40,000
Liquor Licenses	51,074	55,726	50,000	69,917	50,000	50,000	50,000
Marker Permits	3,835	6,630	5,000	3,900	5,000	5,000	5,000
Mechanical Inspections	95,903	88,360	85,000	92,774	90,000	90,000	90,000
Miscellaneous Permits	29,935	20,434	25,000	6,000	25,000	25,000	25,000
Miscellaneous Receipts	47,250	26,375	30,000	38,640	40,000	40,000	50,000

Revenues	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Park Receipts	8,848	7,227	8,000	4,442	8,000	8,000	8,000
Paw Park Permits	3,433	3,279	4,000	2,213	4,000	4,000	4,000
Pet Licenses	6,774	7,268	7,000	7,043	7,000	7,000	7,000
Planning & Zoning Fees	28,635	27,714	30,000	28,949	30,000	30,000	40,000
Plumbing & Refrigeration Inspections	111,015	84,097	85,000	111,209	95,000	95,000	95,000
Police Fines & Forfeiture	117,527	133,477	125,000	133,695	125,000	125,000	125,000
Police Receipts	54,190	54,241	35,000	38,057	35,000	35,000	35,000
Public Buildings	7,575	3,743	5,000	6,978	5,000	5,000	5,000
Recreation Receipts	633,415	656,079	675,000	534,449	675,000	680,000	685,000
Subdivision Inspections	112,629	111,364	80,000	112,877	80,000	81,000	82,000
Swimming Pool Receipts	657,943	627,064	550,000	553,679	550,000	560,000	570,000
Tax - Agricultural Land	18,189	18,709	18,050	17,870	17,910	18,000	18,000
Tax - Hotel/Motel - Cultural	149,314	147,682	148,750	148,750	148,750	149,600	151,300
Tax - Hotel/Motel - Tourism Office	21,958	21,718	21,880	21,880	21,880	22,000	22,250
Tax - Hotel/Motel - Tourism Admin.	22,000	23,700	25,000	25,000	25,000	25,200	25,600
Tax - Hotel/Motel - Visitor/Tour	439,159	434,360	437,500	437,500	437,500	440,000	445,000
Tax - Hotel/Motel - Tourism Fund	79,049	78,185	78,750	78,750	78,750	79,200	80,100
Tax - Hotel/Motel - Park Imprv	79,049	78,088	78,750	78,750	78,750	79,200	80,100
Tax - Hotel/Motel - CV Soccer	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Tax - Hotel/Motel - Park/Rec Capital	33,874	31,551	30,620	30,620	30,620	30,800	31,150
Tax - Hotel/Motel - Tr. Maint./Res.	43,916	43,436	43,750	43,750	43,750	44,000	44,500
Tax - Mobile Home	28,337	27,502	31,000	30,951	31,000	31,000	31,000
Tax - Property - General	12,650,953	14,152,617	14,844,490	14,696,045	15,798,660	16,272,620	16,760,800
Tax - Property - Insurance	181,412	180,920	241,340	238,927	256,690	264,390	272,310
Tax - Property - Transit	372,728	367,021	376,180	372,418	418,390	430,940	443,870
Tax - Property - Band	29,866	29,992	30,000	29,700	35,000	35,000	35,000
Tax - Property - Library	423,228	473,614	496,040	491,080	527,890	543,730	560,040
Tax - Property - EMA	355,317	370,193	396,060	391,514	398,090	410,030	422,330
Transfer - Leg/Admin/Mgt	497,700	512,660	569,180	569,180	604,780	622,920	641,610
Transfer - Econ. Dev.	45,850	81,983	0	0	0	0	0
Transfer - Public Bldg. Maint.	77,556	65,470	76,660	76,660	77,940	80,280	82,690
Transfer - Street Lighting	0	0	0	0	0	0	0
Transfer - Trust & Agency	1,219,537	1,462,664	1,950,610	1,931,104	1,199,680	1,235,670	1,272,740
Transfer - Utilities General	1,885,000	1,730,870	1,835,000	1,835,000	1,835,000	1,835,000	1,835,000
UNI Loan Repayment	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Utility Tax Replacement	41,408	40,124	36,850	45,412	38,340	38,340	38,340
Cash (Added)/Used *	(117,685)	(484,253)	0	0	0	0	0
TOTAL REVENUES	\$24,085,044	\$25,128,211	\$26,251,990	\$26,500,333	\$26,805,760	\$27,453,510	\$28,134,240

GENERAL FUND EXPENDITURES

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Admin./Leg./Misc.	\$4,000,061	\$4,160,148	\$3,114,290	\$3,264,595	\$3,024,020	\$3,444,390	\$3,665,290
City Council	\$44,510	\$45,022	\$48,080	\$44,524	\$48,080	\$51,800	\$53,340
Mayor's Office	133,887	135,206	144,200	141,696	296,140	300,060	304,100
City Administrator	250,479	244,541	272,480	273,089	415,940	427,500	439,820
Financial Services	721,108	797,190	995,830	1,033,250	997,920	1,019,750	1,042,240
Legal Services	434,813	425,757	464,080	441,426	473,990	482,350	490,960
Public Records	265,172	278,914	302,940	286,645	307,730	316,210	324,940
Street Lighting	0	0	0	0	0	0	0
Library Services *	1,892,313	1,874,488	2,051,760	2,037,163	2,183,400	2,090,290	2,181,470
Community Development Admin.	183,532	184,708	196,970	191,610	201,430	206,930	212,590
Engineering Services	1,237,449	1,196,159	1,480,370	1,322,833	1,451,240	1,484,330	1,523,540
Inspection Services	789,742	790,958	940,120	870,896	975,960	1,002,000	1,028,820
Planning/Community Services	639,149	651,219	970,390	757,093	699,640	713,240	657,240
Municipal Oper. & Program Admin.	885,482	886,750	931,610	924,737	958,620	963,670	968,880
Cultural Services	441,149	426,197	466,070	519,068	482,000	488,890	500,110
Cemetery Section	301,018	286,943	305,730	293,013	335,210	342,340	350,720
Golf Section	385,981	152,152	94,300	124,144	41,330	41,330	41,330
Park Section	1,335,657	1,628,553	1,820,340	1,792,416	1,671,470	1,661,810	1,674,630
Recreation Services	1,801,937	1,856,388	1,901,240	1,976,837	1,953,580	1,995,280	2,033,080
Public Buildings	723,770	681,083	786,270	747,411	775,150	781,160	765,290
Fire Department	3,167,315	3,293,339	3,287,280	3,576,084	3,233,670	3,297,200	3,383,080
Police Department	4,450,520	5,131,991	5,677,640	5,881,802	6,279,240	6,342,980	6,492,770
TOTAL EXPENDITURES	\$24,085,044	\$25,127,706	\$26,251,990	\$26,500,333	\$26,805,760	\$27,453,510	\$28,134,240

* Actual expenditures for the library exceed budget due to the City budgeting the actual net cost of sharing the library personnel with the City of Waterloo, however, paying the full cost and then receiving reimbursement.

GENERAL FUND REVENUES

Revenues	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
<u>Taxes Levied on Property</u>							
Tax - Property - General	\$12,650,953	\$14,152,617	\$14,844,490	\$14,696,045	\$15,798,660	\$16,272,620	\$16,760,800
Tax - Property - Insurance	181,412	180,920	241,340	238,927	256,690	264,390	272,310
Tax - Property - Transit	372,728	367,021	376,180	372,418	418,390	430,940	443,870
Tax - Property - Band	29,866	29,992	30,000	29,700	35,000	35,000	35,000
Tax - Property - Library	423,228	473,614	496,040	491,080	527,890	543,730	560,040
Tax - Property - EMA	355,317	370,193	396,060	391,514	398,090	410,030	422,330
Tax - Agricultural Land	18,189	18,709	18,050	17,870	17,910	18,000	18,000
Total Taxes Levied on Property	14,031,693	15,593,066	16,402,160	16,237,553	17,452,630	17,974,709	18,512,351
<u>Other City Taxes</u>							
Tax - Hotel/Motel - Cultural	\$149,314	\$147,682	\$148,750	\$148,750	\$148,750	\$149,600	\$151,300
Tax - Hotel/Motel - Tourism Office	21,958	21,718	21,880	21,880	21,880	22,000	22,250
Tax - Hotel/Motel - Tourism Admin.	22,000	23,700	25,000	25,000	25,000	25,200	25,600
Tax - Hotel/Motel - Tourism Fund	79,049	78,185	78,750	78,750	78,750	79,200	80,100
Tax - Hotel/Motel - Carryover Tourism	0	0	0	0	0	0	0
Tax - Hotel/Motel - Park Imprv	79,049	78,088	78,750	78,750	78,750	79,200	80,100
Tax - Hotel/Motel - Visitor/Tour	439,159	434,360	437,500	437,500	437,500	440,000	445,000
Tax - Hotel/Motel - CV Soccer	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Tax - Hotel/Motel - Tr. Maint./Res.	43,916	43,436	43,750	43,750	43,750	44,000	44,500
Tax - Hotel/Motel HLS Capital	33,874	31,551	30,620	30,620	30,620	30,800	31,150
Tax - Mobile Home	28,337	27,502	31,000	30,951	31,000	31,000	31,000
Utility Tax Replacement	41,408	40,124	36,850	45,412	38,340	38,340	38,340
Total Other City Taxes	\$948,064	\$936,346	\$942,850	\$951,363	\$944,340	\$949,340	\$959,340
<u>Licenses and Permits</u>							
Building Permits	\$990,780	\$1,131,563	\$800,000	\$881,072	\$850,000	\$850,000	\$850,000
Burial Permits	71,570	75,750	70,000	62,796	70,000	70,000	70,000
Business Licenses	6,120	6,525	6,000	8,147	6,000	6,000	6,000
Cigarette Permits	3,075	3,775	2,000	540	2,000	2,000	2,000
Marker Permits	3,835	6,630	5,000	3,900	5,000	5,000	5,000
Miscellaneous Permits	29,935	20,434	25,000	6,000	25,000	25,000	25,000
Miscellaneous Engineering Permits	0	0	15,000	38,880	15,000	15,000	15,000
Pet Licenses	6,774	7,268	7,000	7,043	7,000	7,000	7,000
Paw Park Permits	3,433	3,279	4,000	2,213	4,000	4,000	4,000
Total Licenses and Permits	\$1,115,522	\$1,255,224	\$934,000	\$1,010,592	\$984,000	\$984,000	\$984,000
<u>Use of Money and Property</u>							
Interest - Cemetery	\$4,490	\$5,858	\$5,700	\$5,700	\$8,430	\$8,500	\$8,600
Interest - General	111,900	164,399	74,700	211,447	179,110	199,990	131,309
Total Use of Money & Prop	\$116,390	\$170,258	\$80,400	\$217,147	\$187,540	\$208,490	\$139,909
<u>Intergovernmental - State Shared Revenues</u>							
Liquor Licenses	51,074	55,726	50,000	69,917	50,000	50,000	50,000
Total Inter - St Shared Rev	\$51,074	\$55,726	\$50,000	\$69,917	\$50,000	\$50,000	\$50,000
<u>Intergovernmental-Other State Grants & Reimbursements</u>							
Grants-Cultural Services	\$17,010	\$33,629	\$30,000	\$15,711	\$30,000	\$30,000	\$30,000
Grants-Fire Equipment	0	200	1,000	0	1,000	1,000	1,000
Grants-Fire	350	0	3,000	18,000	3,000	3,000	3,000
Grants-Golf	0	0	0	0	0	0	0
Grants-Library	35,868	22,321	25,000	23,682	25,000	25,000	25,000
Grants- State Backfill	609,714	596,446	0	568,636	0	0	0
Grants-Park and Rec	44,782	22,064	20,000	7,174	20,000	20,000	20,000
Grants-Rec Trail	1,049	0	0	0	0	0	0
Grants-Police Officer	53,043	39,839	30,000	38,068	30,000	30,000	20,000
Grants-Police Operations	51,083	16,819	15,000	49,846	15,000	15,000	15,000
Total St. Grants & Reimb.	\$812,899	\$731,319	\$124,000	\$721,117	\$124,000	\$124,000	\$114,000

Revenues	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
<u>Intergovernmental-Local</u>							
Fire Protection - Rural	\$52,594	\$54,521	\$53,200	\$54,441	\$56,300	\$57,000	\$58,000
Fire Protection - UNI	565,080	523,421	581,380	581,380	580,000	590,000	600,000
Library - County Tax	22,981	27,350	21,000	28,941	21,000	21,500	22,000
Transfer - Utilities - General	1,885,000	1,730,870	1,835,000	1,835,000	1,835,000	1,835,000	1,835,000
UNI Loan Repayment	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Total Local Intergovernment	\$2,586,505	\$2,433,144	\$2,505,580	\$2,514,762	\$2,507,300	\$2,518,500	\$2,530,000
Total Intergovernmental	\$3,450,478	\$3,220,189	\$2,679,580	\$3,305,795	\$2,681,300	\$2,692,500	\$2,694,000
<u>Charges for Services</u>							
Cemetery Lot Sales	43,000	71,060	45,000	62,400	45,000	45,000	45,000
Code Enforcement	2,358	3,621	5,000	171	5,000	5,000	5,000
Cultural - Art Sho	0	0	50	0	50	100	100
Cultural - Fees	30,580	49,969	30,000	37,550	30,000	31,000	32,000
Cultural - Memberships	7,543	9,342	5,000	5,000	5,000	5,000	5,000
Cultural - Bus Tour Fees	0	0	0	0	0	0	0
Cultural - Product Fees	4,689	6,160	5,000	7,247	5,000	5,000	5,000
Cultural - New Program Sponsors	338	648	1,000	2,500	1,000	1,000	1,000
Economic Development	8,093	3,847	2,000	0	9,000	9,000	9,000
Electrical Inspections	98,553	72,079	85,000	101,455	90,000	90,000	90,000
Fire Receipts	21,305	6,792	25,000	12,462	15,000	15,000	115,000
Fire Commercial Inspections	13,763	41,304	40,000	54,010	40,000	40,000	40,000
Golf Contract	0	32,758	0	20,000	30,000	40,000	40,000
Golf Concessions	21,708	0	0	3,287	0	0	0
Golf Pro Shop Rental	8,105	0	0	0	0	0	0
Green Fees	216,769	0	0	0	0	0	0
Hous. Inspect. Min. Rental	84,775	119,400	100,000	103,212	100,000	105,000	110,000
Library - Copy Machine	7,985	6,986	7,000	7,520	7,000	7,000	7,000
Library - Director Salary Reimburse.	14,633	1,794	0	60	0	0	0
Library - Fines & Fees	31,205	29,790	30,000	33,270	30,000	30,000	30,000
Library - Lost & Paid Books	2,357	2,714	2,500	3,077	2,500	2,500	2,500
Library - Open Access Funds	18,251	30,862	10,000	10,000	10,000	10,000	10,000
Library - Friends Reimbursement	232,444	82,808	60,000	60,000	60,000	60,000	60,000
Library - Donations & Sponsorship	2,186	4,524	40,000	21,360	40,000	40,000	40,000
Mechanical Inspections	95,903	88,360	85,000	92,774	90,000	90,000	90,000
Park Receipts	8,848	7,227	8,000	4,442	8,000	8,000	8,000
Planning & Zoning Fees	28,635	27,714	30,000	28,949	30,000	30,000	40,000
Plumbing Inspections	111,015	84,097	85,000	111,209	95,000	95,000	95,000
Police Receipts	54,190	54,241	35,000	38,057	35,000	35,000	35,000
Print Shop Receipts	0	0	0	0	0	0	0
Recreation Receipts	633,415	656,079	675,000	534,449	675,000	680,000	685,000
Subdivision Inspections	112,629	111,364	80,000	112,877	80,000	81,000	82,000
Swimming Pool Receipts	657,943	627,064	550,000	553,679	550,000	560,000	570,000
Total Charges for Services	2,573,218	2,232,604	2,040,550	2,021,014	2,087,550	2,119,600	2,251,600
<u>Miscellaneous</u>							
Cafeteria Plan	\$0	\$0	\$15,000	\$0	\$15,000	\$15,000	\$15,000
Donations - Cultural Equipment	219	388	1,000	612	1,000	1,000	1,000
Miscellaneous Receipts	47,250	26,375	30,000	38,640	40,000	40,000	50,000
Fines & Forfeitures	117,527	133,477	125,000	133,695	125,000	125,000	125,000
Public Buildings	7,575	3,743	5,000	6,978	5,000	5,000	5,000
Total Miscellaneous	\$172,571	\$163,984	\$176,000	\$179,926	\$186,000	\$186,000	\$196,000
<u>Transfers</u>							
Engineering Design	\$0	\$0	\$400,000	\$0	\$400,000	\$400,000	\$400,000
Transfer - Leg/Admin/Mgt	497,700	512,660	569,180	569,180	604,780	622,920	641,610
Transfer - Public Bldg. Maint.	77,556	65,470	76,660	76,660	77,940	80,280	82,690
Transfer - Street Lighting	0	0	0	0	0	0	0
Transfer - Trust & Agency	1,219,537	1,462,664	1,950,610	1,931,104	1,199,680	1,235,670	1,272,740
Total Transfers	\$1,794,793	\$2,040,794	\$2,996,450	\$2,576,944	\$2,282,400	\$2,338,870	\$2,397,039
Total Revenues	\$24,202,729	\$25,612,464	\$26,251,990	\$26,500,333	\$26,805,760	\$27,453,510	\$28,134,240

**CITY OF CEDAR FALLS
REVENUE SUMMARY
GENERAL FUND
FOR FISCAL YEARS 2017 – 2022**

TAXES LEVIED ON PROPERTY – In FY20, the state of Iowa increased the rollback of assessed value on residential property from 55.62% to 56.92% to arrive at taxable valuation. Assessed valuations in the City of Cedar Falls increased by \$96,504,243. Taxable valuations, increased by \$117,799,012 due to the increase in assessed valuations. The increase in taxable value resulted in an increase in General Fund property tax revenues of \$954,170 in FY20.

OTHER CITY TAXES – The Hotel/Motel tax revenues continue a steady increase due to an improving local economy, which resulted in an increase in sales.

LICENSES AND PERMITS – As a rule, licenses and permits do not fluctuate significantly. The one exception to that is building permits. The City has been experiencing an increase in residential and commercial building activity and that is reflected in the increase in building permits from early in the 1990's to current.

USE OF MONEY AND PROPERTY – Interest rates fluctuate from year to year due to varying interest rates and investment practices.

INTERGOVERNMENTAL/STATE SHARED REVENUE – Personal Property Tax Replacement and Population Allocation are shared revenues from the State general fund and are distributed to the cities based on population. After the City's budget was certified in FY04, the state legislature cut this funding to cities. Therefore, this revenue has not been included since the FY05 budget.

INTERGOVERNMENTAL/OTHER STATE GRANTS & REIMBURSEMENTS – All City departments are encouraged to apply for state and federal grants to supplement other revenues. The City has experienced a certain amount of success in acquiring cultural and public safety grants. New since FY15 is the State Backfill which is included in this category. This amount represents some of the loss caused by the rollback on commercial properties. For FY20, the City is not budgeting to receive the backfill.

INTERGOVERNMENTAL/LOCAL GRANTS & REIMBURSEMENTS – The City of Cedar Falls provides services to other entities in the City, such as fire and police protection to the University of Northern Iowa. These have increased annually along with increases in the student population. The Cedar Falls Utilities transfers a percentage of their profits to the City per resolution. This amount has remained stable over the past few years.

MISCELLANEOUS – State regulators require that all these items be categorized as miscellaneous revenues. Fluctuations in the miscellaneous areas are a result of normal activity.

TRANSFERS – Transfers are transactions between funds of the City, including the transfer from the Trust and Agency levy that levies for benefits outside of the \$8.10 limit.

**CITY OF CEDAR FALLS
FY2020 BUDGET
CITY COUNCIL**

Division: Admin/Leg/Misc.
Fund: General (101.1168 & 1199)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	1,209,767	1,144,472	158,220	753,205	158,220	175,191	166,847
General	248,377	174,081	281,406	208,800	254,921	234,670	163,349
Property Tax	2,586,427	2,886,616	2,722,744	1,047,114	2,658,959	3,086,330	3,388,435
Total	\$4,044,571	\$4,205,170	\$3,162,370	\$2,009,119	\$3,072,100	\$3,496,190	\$3,718,630
% Of Total Property Tax Levy	14.98%	15.07%	13.22%	5.53%	12.41%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	45,367	46,004	49,260	45,925	50,290	51,800	53,340
Commodities	30,983	21,008	0	12,132	0	0	0
Service Charges	667,606	669,828	919,430	807,382	1,023,920	1,044,390	1,065,290
Capital Outlay	3,595	0	1,900,000	850,000	1,900,000	2,100,000	2,100,000
Transfer	3,297,020	3,468,330	293,680	293,680	97,890	300,000	500,000
Total	\$4,044,571	\$4,205,170	\$3,162,370	\$2,009,119	\$3,072,100	\$3,496,190	\$3,718,630

**CITY OF CEDAR FALLS
FY2020 BUDGET
MAYOR**

Division: Mayor's Office
Fund: General (101.1158)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	120,941	119,669	36,800	48,380	36,800	53,135	54,729
General	8,431	5,185	10,418	7,896	28,474	20,947	13,881
Property Tax	4,516	10,352	96,982	85,420	230,866	225,978	235,490
Total	\$133,887	\$135,206	\$144,200	\$141,696	\$296,140	\$300,060	\$304,100
% Of Total Property Tax Levy	0.03%	0.05%	0.47%	0.45%	1.08%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	124,704	125,762	128,340	127,341	130,830	134,750	138,790
Commodities	1,579	950	3,800	3,385	3,800	3,800	3,800
Service Charges	7,604	8,494	11,560	10,470	161,010	161,010	161,010
Capital Outlay	0	0	500	500	500	500	500
Total	\$133,887	\$135,206	\$144,200	\$141,696	\$296,140	\$300,060	\$304,100

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	1.10	1.08	1.08	1.08	1.08	1.08	1.08
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	1.10	1.08	1.08	1.08	1.08	1.08	1.08

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full time equivalents (FTE) and not actual positions available.

City
Administrator
\$415,940

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**CITY OF CEDAR FALLS
FY2020 BUDGET
CITY ADMINISTRATOR**

Division: City Administrator
Fund: General (101.1118)
Program: General Government

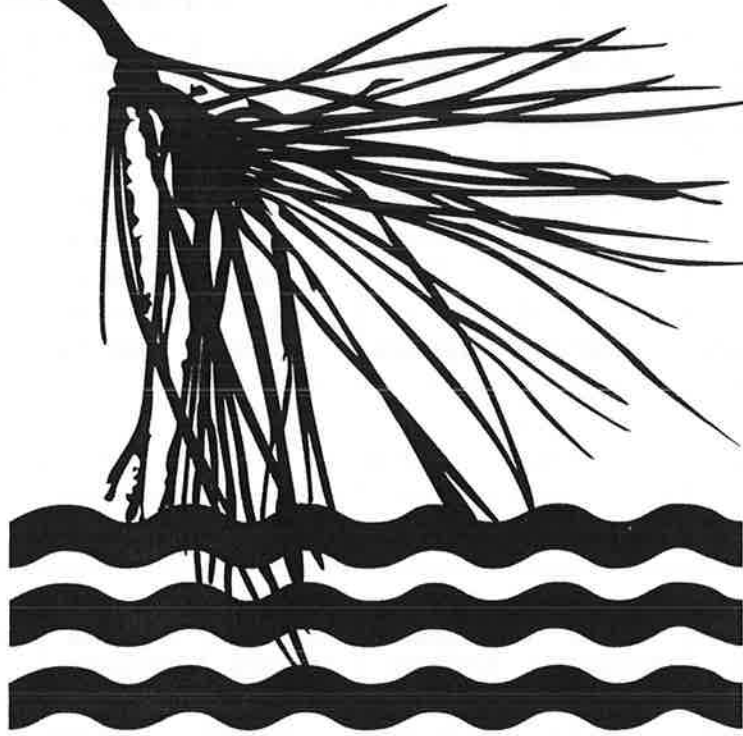
Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	219,164	208,983	62,050	105,468	82,932	108,021	54,729
General	15,602	8,380	21,960	15,211	34,367	25,356	13,881
Property Tax	15,713	27,178	188,470	152,409	298,641	294,123	371,210
Total	\$250,479	\$244,541	\$272,480	\$273,089	\$415,940	\$427,500	\$439,820
% Of Total Property Tax Levy	0.09%	0.14%	0.91%	0.80%	1.39%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	211,191	215,043	223,010	221,203	398,560	410,520	422,840
Commodities	308	365	500	271	500	500	500
Service Charges	38,980	29,133	48,370	51,014	16,280	16,280	16,280
Capital Outlay	0	0	600	600	600	200	200
Total	\$250,479	\$244,541	\$272,480	\$273,089	\$415,940	\$427,500	\$439,820

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	1.00	1.02	1.02	1.02	3.02	3.02	3.02
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	1.00	1.02	1.02	1.02	3.02	3.02	3.02

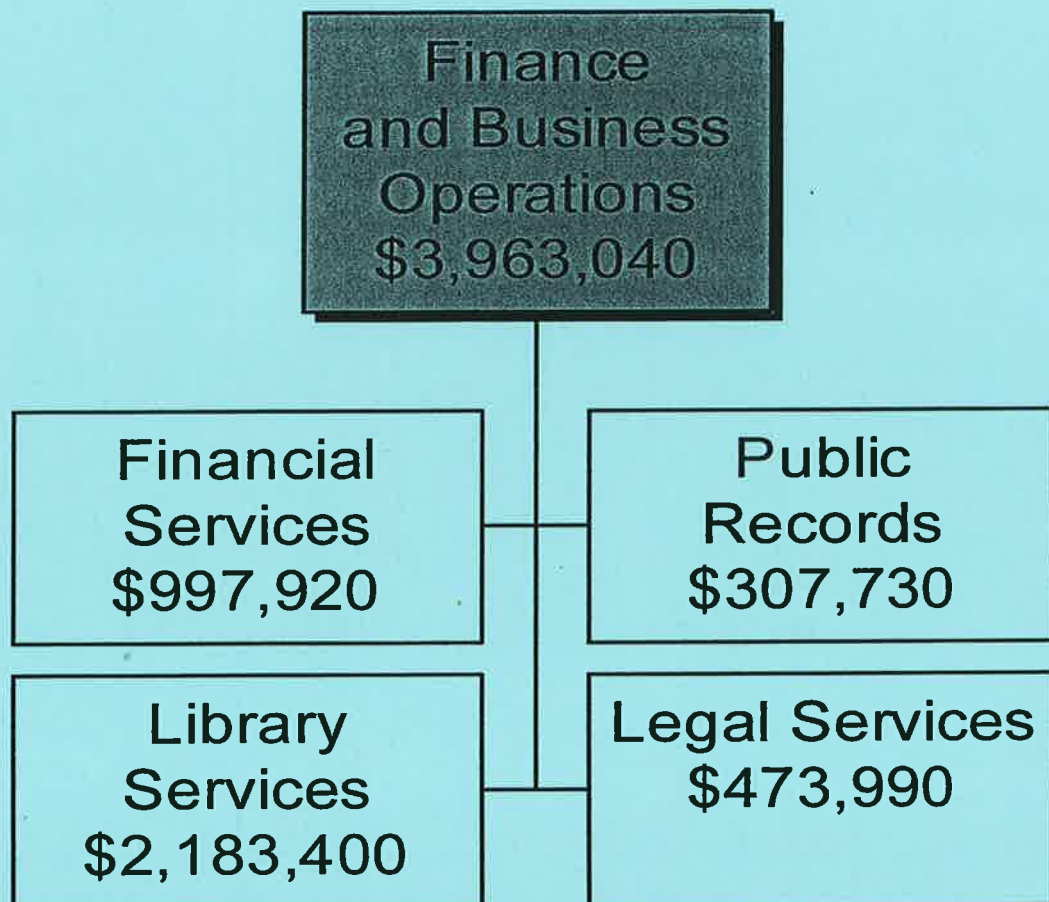
NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full time equivalents (FTE) and not actual positions available.

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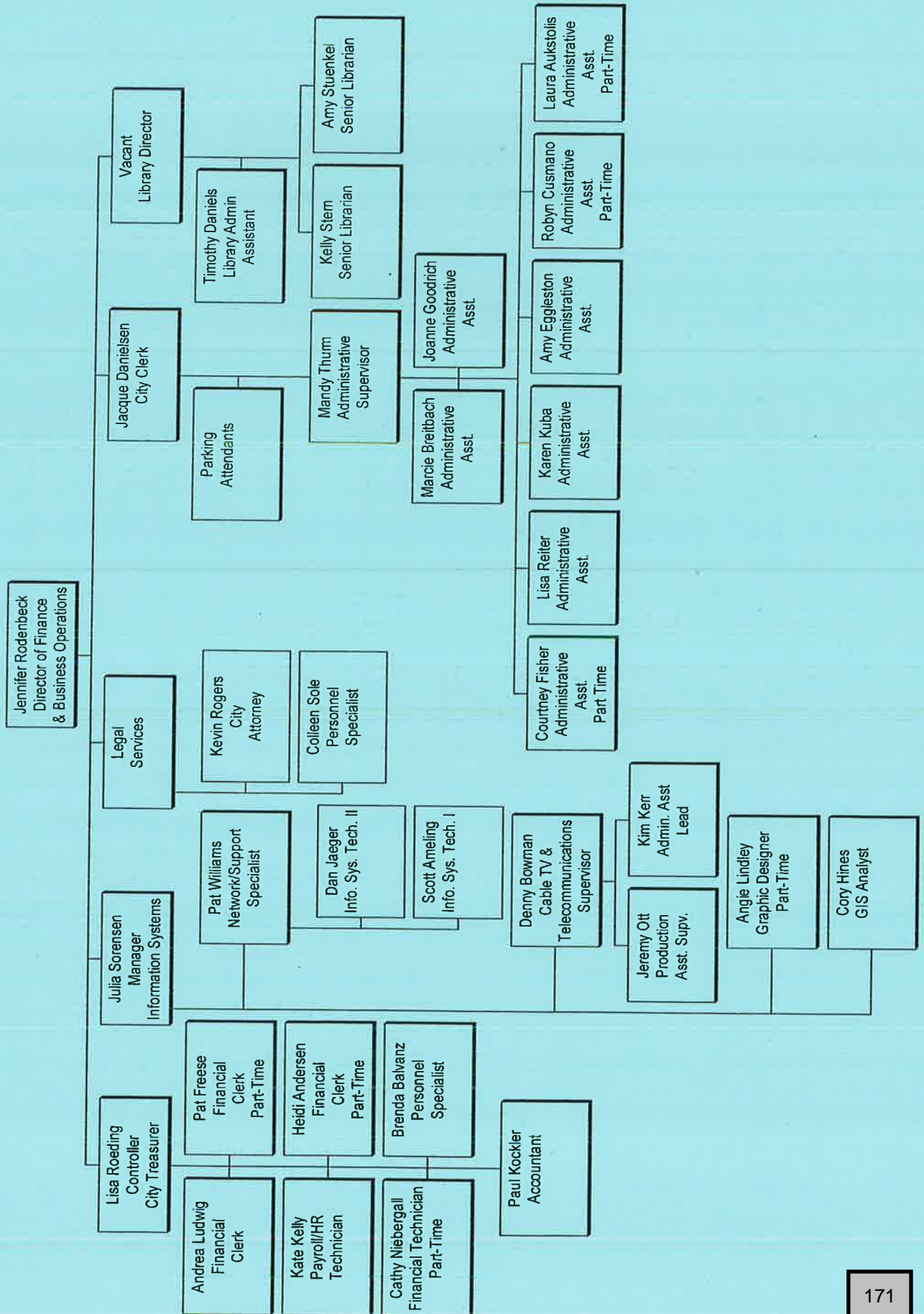


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Torva



City of Cedar Falls, Iowa
Finance & Business Operations



**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Financial Services
Fund: General (101.1028)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	240,245	276,948	199,115	299,245	251,320	326,913	298,930
General	46,184	31,201	82,546	67,753	78,670	56,047	39,666
Property Tax	434,679	489,042	714,169	666,252	667,930	636,790	703,644
Total	\$721,108	\$797,190	\$995,830	\$1,033,250	\$997,920	\$1,019,750	\$1,042,240
% Of Total Property Tax Levy	2.53%	2.56%	3.46%	3.51%	3.12%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	595,371	606,314	723,850	673,797	727,820	749,650	772,140
Commodities	7,898	8,255	12,800	4,687	12,800	12,800	12,800
Service Charges	117,839	182,381	255,680	351,266	253,800	253,800	253,800
Capital Outlay	0	240	3,500	3,500	3,500	3,500	3,500
Total	\$721,108	\$797,190	\$995,830	\$1,033,250	\$997,920	\$1,019,750	\$1,042,240

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	5.95	4.35	5.35	5.35	5.40	5.40	5.40
Part-Time	0.50	1.97	2.07	2.07	1.66	1.66	1.66
Total	6.45	6.32	7.42	7.42	7.06	7.06	7.06

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Legal Services
Fund: General (101.1048)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	118,793	123,606	110,390	136,312	110,390	153,841	158,081
General	31,670	18,765	37,995	29,050	39,387	27,357	18,187
Property Tax	284,350	283,387	315,695	276,063	324,213	301,152	314,692
Total	\$434,813	\$425,757	\$464,080	\$441,426	\$473,990	\$482,350	\$490,960
% Of Total Property Tax Levy	1.65%	1.48%	1.53%	1.46%	1.51%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	255,008	260,923	268,560	269,173	278,710	287,070	295,680
Commodities	8,416	7,443	8,100	6,768	8,900	8,900	8,900
Service Charges	171,389	157,391	187,420	165,485	186,380	186,380	186,380
Capital Outlay	0	0	0	0	0	0	0
Total	\$434,813	\$425,757	\$464,080	\$441,426	\$473,990	\$482,350	\$490,960

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	2.00	2.10	2.10	2.10	2.10	2.10	2.10
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	2.00	2.10	2.10	2.10	2.10	2.10	2.10

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Public Records
Fund: General (101.1008)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	167,794	186,901	152,035	240,150	183,358	218,310	200,506
General	7,928	4,001	12,600	169	11,090	6,159	5,554
Property Tax	89,449	88,012	138,305	46,326	113,282	91,740	118,880
Total	\$265,172	\$278,914	\$302,940	\$286,645	\$307,730	\$316,210	\$324,940
% Of Total Property Tax Levy	0.52%	0.46%	0.67%	0.24%	0.53%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	249,622	259,637	276,930	265,117	282,630	291,110	299,840
Commodities	5,182	4,914	5,500	3,674	5,500	5,500	5,500
Service Charges	10,368	14,363	19,010	16,354	18,100	18,100	18,100
Capital Outlay	0	0	1,500	1,500	1,500	1,500	1,500
Total	\$265,172	\$278,914	\$302,940	\$286,645	\$307,730	\$316,210	\$324,940

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	3.00	2.72	2.72	2.72	2.77	2.77	2.77
Part-Time	0.70	0.99	1.14	1.14	1.06	1.06	1.06
Total	3.70	3.71	3.86	3.86	3.83	3.83	3.83

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full time equivalents (FTE) and not actual positions available.

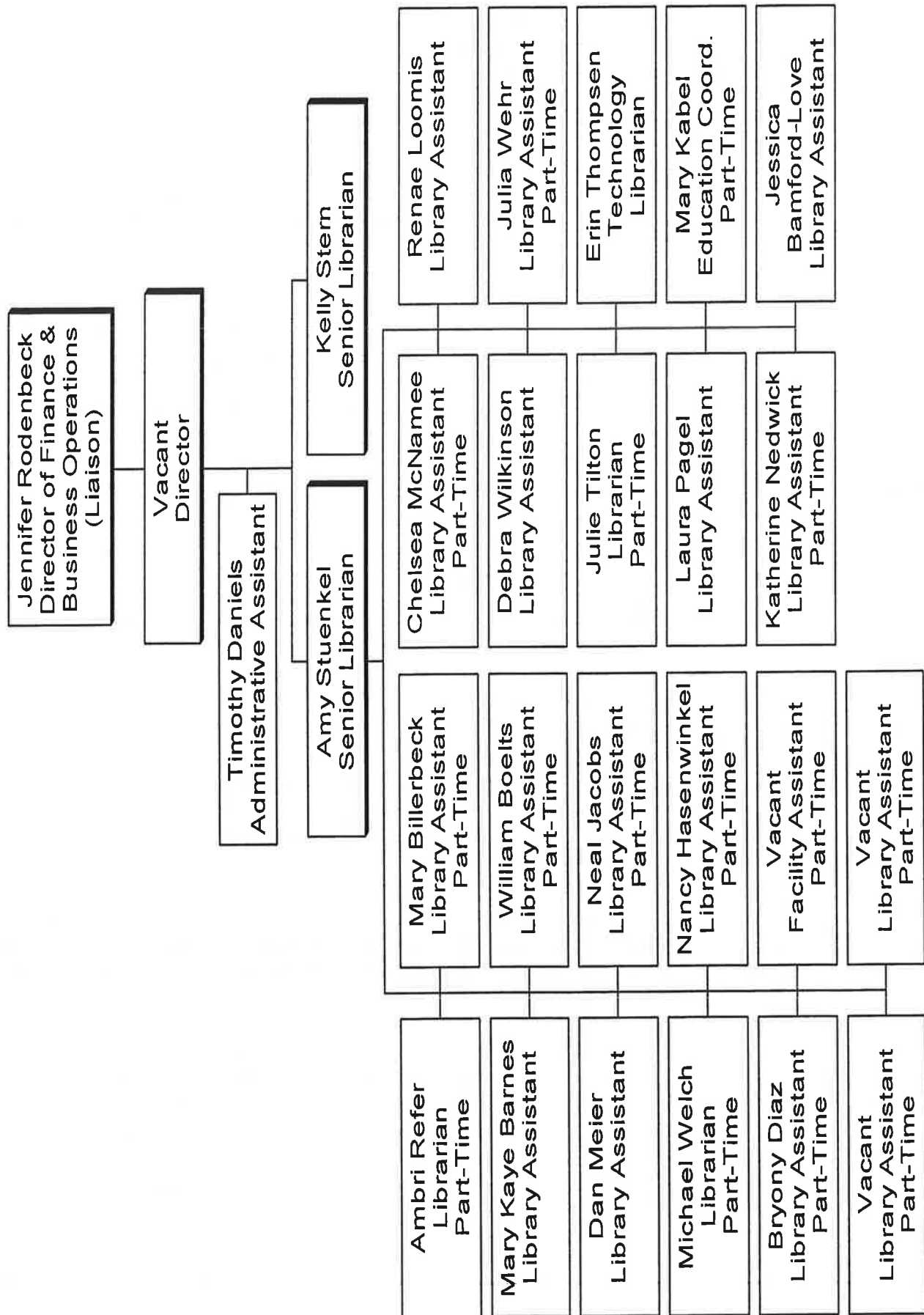
**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Street Lighting
Fund: General (101.1210)
Program: Public Works

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	0	0	0	0	0	0	0
General	0	0	0	0	0	0	0
Property Tax	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
% Of Total Property Tax Levy	0.00%	0.00%	0.00%	0.00%	0.00%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	0	0	0	0	0	0	0
Commodities	0	0	0	0	0	0	0
Service Charges	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

City of Cedar Falls, Iowa
Public Library/Community Center



**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

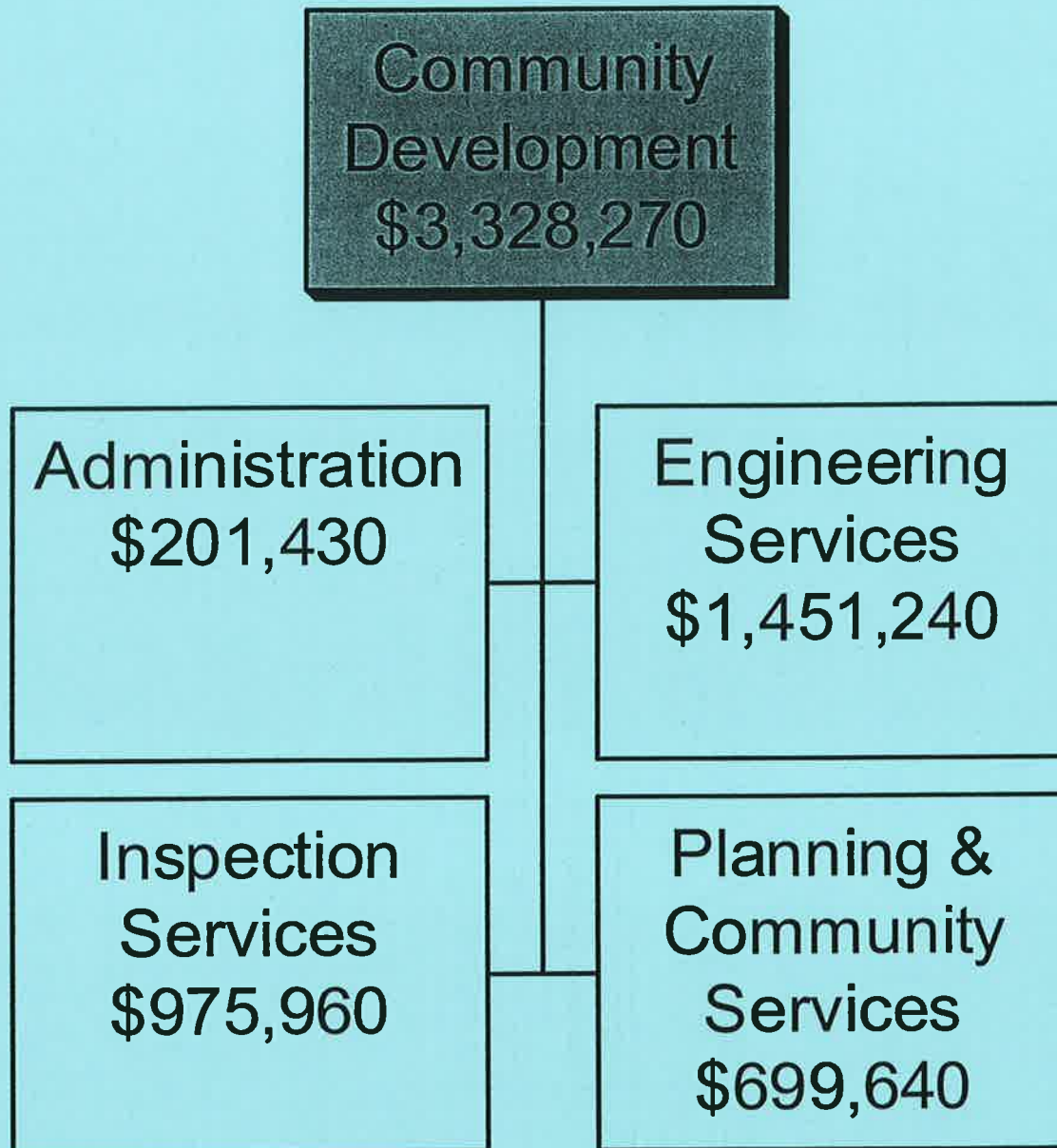
Division: FBO/Library
Fund: General (101.3460)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	332,042	186,827	170,500	164,227	170,500	171,000	171,500
General	113,330	76,090	145,143	130,613	158,630	112,975	78,384
Property Tax	1,446,941	1,611,571	1,736,117	1,742,322	1,854,270	1,806,315	1,931,586
Total	\$1,892,313	\$1,874,488	\$2,051,760	\$2,037,163	\$2,183,400	\$2,090,290	\$2,181,470
% Of Total Property Tax Levy	8.38%	8.41%	8.42%	9.19%	8.66%		

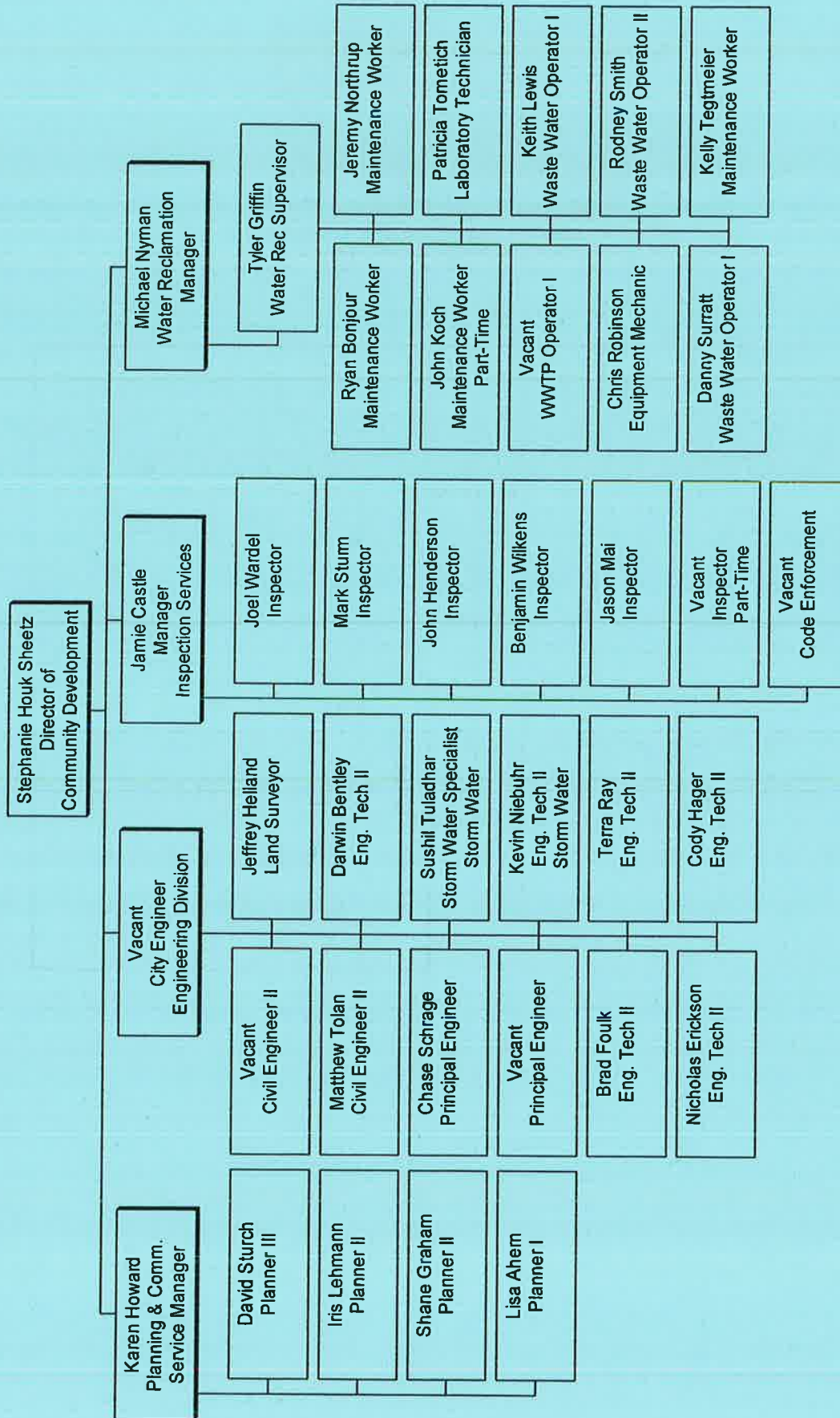
Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,047,721	1,108,584	1,218,570	1,210,525	1,316,360	1,355,850	1,396,530
Commodities	42,440	42,467	61,000	55,038	65,500	65,500	65,500
Services and Charges	638,372	559,724	518,580	517,990	517,120	517,120	517,120
Capital Outlay	4,995	32,813	110,780	110,780	133,530	930	51,430
Transfer	158,785	130,900	142,830	142,830	150,890	150,890	150,890
Total	\$1,892,313	\$1,874,488	\$2,051,760	\$2,037,163	\$2,183,400	\$2,090,290	\$2,181,470

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	10.00	11.00	11.00	11.00	11.00	11.00	11.00
Part-Time	10.96	11.48	11.93	11.93	12.97	12.97	12.97
Total	20.96	22.48	22.93	22.93	23.97	23.97	23.97

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.



City of Cedar Falls Community Development



**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: CD/Administration
Fund: General (101.2205)
Program: Community and Economic Development

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	0	0	0	0	0	0	0
General	18,105	11,529	20,647	18,055	21,520	17,147	11,569
Property Tax	165,427	173,179	176,323	173,555	179,910	189,783	201,021
Total	\$183,532	\$184,708	\$196,970	\$191,610	\$201,430	\$206,930	\$212,590
% Of Total Property Tax Levy	0.96%	0.90%	0.86%	0.92%	0.84%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	171,898	170,730	178,610	175,576	183,300	188,800	194,460
Commodities	1,286	1,333	4,460	1,104	4,470	4,470	4,470
Services and Charges	10,348	12,645	13,800	14,830	13,560	13,560	13,560
Capital Outlay	0	0	100	100	100	100	100
Total	\$183,532	\$184,708	\$196,970	\$191,610	\$201,430	\$206,930	\$212,590

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	1.50	1.17	1.17	1.17	1.15	1.15	1.15
Part-Time	0.00	0.00	0.00	0.00	0.01	0.01	0.01
Total	1.50	1.17	1.17	1.17	1.16	1.16	1.16

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: CD/Engineering Services
Fund: General (101.2225)
Program: Public Works

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	508,941	563,989	720,000	416,079	735,000	751,000	752,000
General	66,885	32,697	66,444	75,843	68,877	54,643	37,923
Property Tax	661,623	599,473	693,926	830,911	647,363	678,687	733,617
Total	\$1,237,449	\$1,196,159	\$1,480,370	\$1,322,833	\$1,451,240	\$1,484,330	\$1,523,540
% Of Total Property Tax Levy	3.83%	3.13%	3.37%	4.38%	3.02%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,052,070	960,482	1,264,010	1,027,018	1,252,860	1,290,450	1,329,160
Commodities	12,634	8,769	15,700	2,662	19,200	19,200	19,200
Services and Charges	172,745	221,864	150,660	243,154	174,180	174,680	175,180
Capital Outlay	0	5,044	50,000	50,000	5,000	0	0
Total	\$1,237,449	\$1,196,159	\$1,480,370	\$1,322,833	\$1,451,240	\$1,484,330	\$1,523,540

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	10.87	12.58	13.58	11.78	12.43	12.43	12.43
Part-Time	0.55	0.49	0.49	0.49	0.65	0.65	0.65
Total	11.42	13.07	14.07	12.27	13.08	13.08	13.08

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: CD/Inspection Services
Fund: General (101.2235)
Program: Public Safety

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	632,640	604,439	600,000	663,866	640,000	682,500	938,086
General	21,178	5,951	23,765	7,247	28,880	20,702	0
Property Tax	135,924	180,568	316,355	199,782	307,080	298,798	90,733
Total	\$789,742	\$790,958	\$940,120	\$870,896	\$975,960	\$1,002,000	\$1,028,820
% Of Total Property Tax Levy	0.79%	0.94%	1.53%	1.05%	1.43%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	711,900	692,275	853,260	784,557	867,930	893,970	920,790
Commodities	9,953	9,788	12,630	8,352	14,230	14,230	14,230
Services and Charges	67,847	88,655	73,480	77,237	93,050	93,050	93,050
Capital Outlay	42	240	750	750	750	750	750
Total	\$789,742	\$790,958	\$940,120	\$870,896	\$975,960	\$1,002,000	\$1,028,820

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	7.50	7.50	8.50	8.50	8.87	8.87	8.87
Part-Time	0.73	0.34	0.34	0.34	1.18	1.18	1.18
Total	8.23	7.84	8.84	8.84	10.05	10.05	10.05

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: CD/Planning & Community Services
Fund: General (101.2245)
Program: Community & Econ. Dev.

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	325,869	367,183	397,000	418,271	419,000	242,500	252,500
General	36,218	15,274	59,778	28,708	28,242	38,820	21,557
Property Tax	277,062	268,762	513,612	310,114	252,398	431,920	383,183
Total	\$639,149	\$651,219	\$970,390	\$757,093	\$699,640	\$713,240	\$657,240
% Of Total Property Tax Levy	0.21%	0.08%	2.49%	1.64%	1.18%		

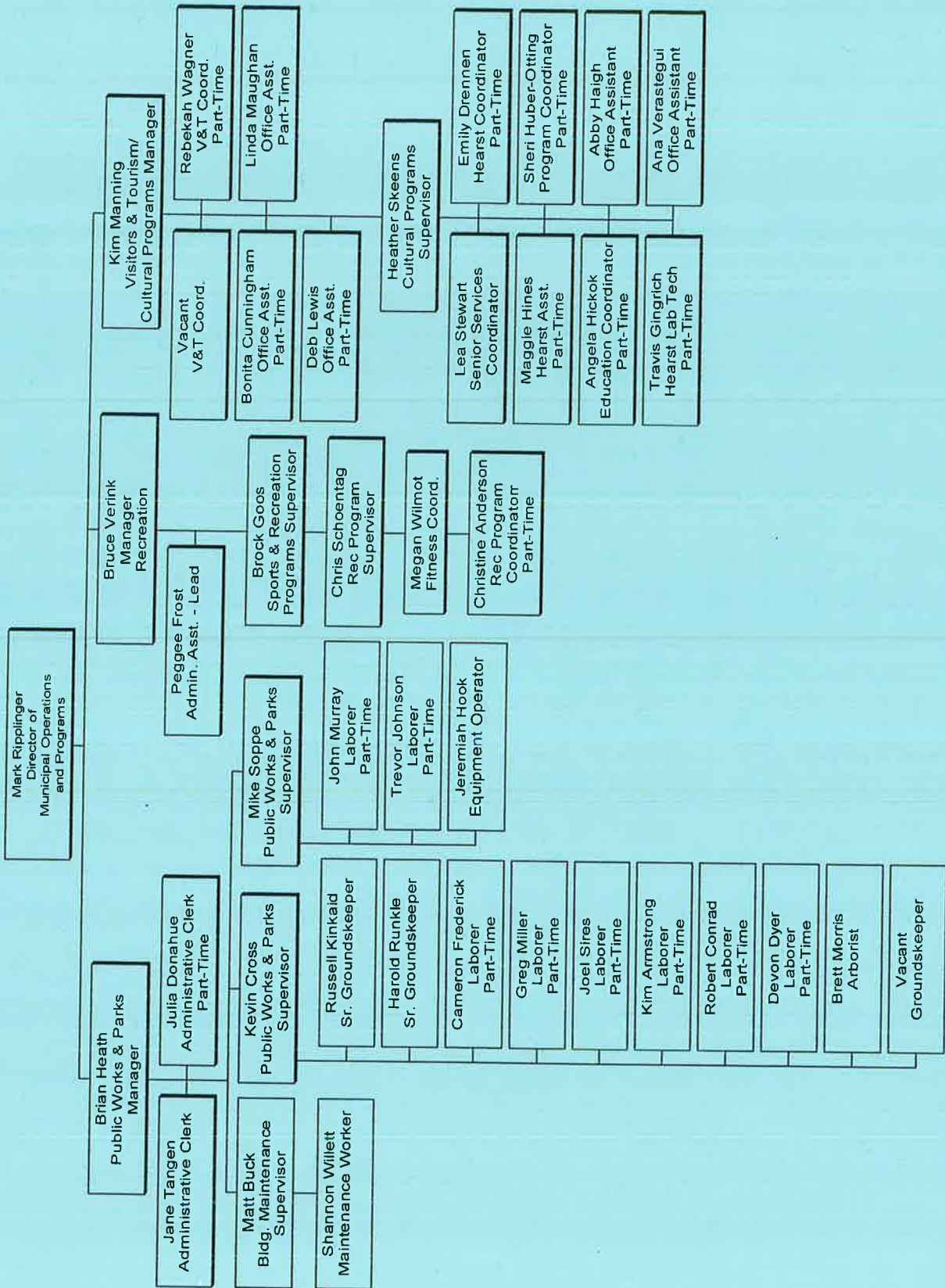
Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	566,443	534,912	547,220	460,852	453,170	466,770	480,770
Commodities	2,470	4,236	9,800	1,915	9,800	9,800	9,800
Services and Charges	70,236	112,071	413,280	294,235	236,580	236,580	166,580
Capital Outlay	0	0	90	90	90	90	90
Total	\$639,149	\$651,219	\$970,390	\$757,093	\$699,640	\$713,240	\$657,240

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	5.84	5.88	5.83	5.83	4.45	4.45	4.45
Part-Time	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Total	5.94	5.98	5.93	5.93	4.55	4.55	4.55

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.



City of Cedar Falls Municipal Operations & Programs Department



**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Administration
Fund: General (101.3403)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	649,956	642,949	647,500	647,500	647,500	651,200	658,600
General	20,799	13,553	27,475	24,077	30,126	23,451	15,249
Property Tax	214,727	230,248	256,635	253,161	280,994	289,019	295,031
Total	\$885,482	\$886,750	\$931,610	\$924,737	\$958,620	\$963,670	\$968,880
% Of Total Property Tax Levy	1.24%	1.20%	1.24%	1.34%	1.31%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	148,712	153,111	163,870	156,997	168,450	173,500	178,710
Commodities	0	0	250	250	250	250	250
Services and Charges	736,770	733,639	767,490	767,490	789,920	789,920	789,920
Capital Outlay	0	0	0	0	0	0	0
Total	\$885,482	\$886,750	\$931,610	\$924,737	\$958,620	\$963,670	\$968,880

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	2.00	1.50	1.50	1.50	1.50	1.50	1.50
Part-Time	0.00	0.00	0.15	0.15	0.15	0.15	0.15
Total	2.00	1.50	1.65	1.65	1.65	1.65	1.65

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Cultural Services
Fund: General (101.3480)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	170,907	170,907	190,800	201,659	190,800	192,700	195,400
General	17,671	17,671	29,206	30,885	31,160	24,564	16,598
Property Tax	252,571	237,619	246,064	286,524	260,040	271,626	288,112
Total	\$441,149	\$426,197	\$466,070	\$519,068	\$482,000	\$488,890	\$500,110
% Of Total Property Tax Levy	1.46%	1.24%	1.19%	1.51%	1.21%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	318,085	296,387	321,120	391,716	363,140	374,030	385,250
Commodities	24,195	26,765	27,600	16,594	24,600	24,600	24,600
Services and Charges	83,929	89,415	95,850	89,259	90,260	90,260	90,260
Capital Outlay	14,940	13,630	21,500	21,500	4,000	0	0
Total	\$441,149	\$426,197	\$466,070	\$519,068	\$482,000	\$488,890	\$500,110

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	2.00	1.00	1.00	1.00	1.00	1.00	1.00
Part-Time	6.20	5.70	5.70	5.70	6.43	6.43	6.43
Total	8.20	6.70	6.70	6.70	7.43	7.43	7.43

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Cemetery
Fund: General (101.3413)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	122,895	159,298	125,700	134,796	128,430	128,500	128,600
General	16,879	6,794	16,134	12,240	20,911	16,785	11,466
Property Tax	161,244	120,851	163,896	145,977	185,869	197,055	210,654
Total	\$301,018	\$286,943	\$305,730	\$293,013	\$335,210	\$342,340	\$350,720
% Of Total Property Tax Levy	0.93%	0.63%	0.80%	0.77%	0.87%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	264,375	257,709	265,100	266,777	271,090	279,220	287,600
Commodities	10,124	4,976	15,000	6,396	15,000	15,000	15,000
Services and Charges	26,519	24,258	24,630	18,840	48,120	48,120	48,120
Capital Outlay	0	0	1,000	1,000	1,000	0	0
Total	\$301,018	\$286,943	\$305,730	\$293,013	\$335,210	\$342,340	\$350,720

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Part-Time	2.60	2.45	4.45	4.45	3.45	3.45	3.45
Total	4.60	4.45	6.45	6.45	5.45	5.45	5.45

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Golf
Fund: General (101.3423)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	246,582	32,758	0	23,287	30,000	40,000	40,000
General	15,162	7,321	10,495	10,170	1,307	119	78
Property Tax	124,237	112,073	83,805	90,688	10,023	1,211	1,252
Total	\$385,981	\$152,152	\$94,300	\$124,144	\$41,330	\$41,330	\$41,330
% Of Total Property Tax Levy	0.72%	0.59%	0.41%	0.48%	0.05%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	170,976	82,789	38,040	76,636	0	0	0
Commodities	95,164	11,257	10,300	1,853	0	0	0
Services and Charges	119,841	58,106	45,960	45,655	41,330	41,330	41,330
Capital Outlay	0	0	0	0	0	0	0
Total	\$385,981	\$152,152	\$94,300	\$124,144	\$41,330	\$41,330	\$41,330

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	1.50	0.75	0.38	0.38	0.00	0.00	0.00
Part-Time	3.80	0.00	0.00	0.00	0.00	0.00	0.00
Total	5.30	0.75	0.38	0.38	0.00	0.00	0.00

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Park
Fund: General (101.3433)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	91,330	88,593	90,750	85,405	90,750	91,200	92,100
General	126,144	100,237	190,213	169,124	172,609	132,775	87,766
Property Tax	1,118,183	1,439,723	1,539,377	1,537,887	1,408,111	1,437,835	1,494,764
Total	\$1,335,657	\$1,628,553	\$1,820,340	\$1,792,416	\$1,671,470	\$1,661,810	\$1,674,630
% Of Total Property Tax Levy	6.47%	7.52%	7.47%	8.11%	6.57%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	704,043	700,569	861,390	845,879	871,290	897,430	924,350
Commodities	65,671	128,426	131,910	127,895	131,910	131,910	131,910
Services and Charges	534,293	705,218	693,290	684,891	528,270	528,270	528,270
Capital Outlay	31,650	94,340	133,750	133,750	140,000	104,200	90,100
Total	\$1,335,657	\$1,628,553	\$1,820,340	\$1,792,416	\$1,671,470	\$1,661,810	\$1,674,630

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	6.50	5.25	5.13	5.13	5.00	5.00	5.00
Part-Time	11.10	11.36	11.98	11.98	11.98	11.98	11.98
Total	17.60	16.61	17.11	17.11	16.98	16.98	16.98

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Recreation
Fund: General (101.3453)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	1,291,357	1,291,357	1,191,000	1,088,128	1,191,000	1,230,000	1,245,000
General	46,265	32,083	68,987	81,510	77,485	60,109	40,660
Property Tax	464,315	532,948	641,253	807,199	685,095	705,171	747,420
Total	\$1,801,937	\$1,856,388	\$1,901,240	\$1,976,837	\$1,953,580	\$1,995,280	\$2,033,080
% Of Total Property Tax Levy	2.69%	2.78%	3.11%	4.26%	3.20%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	996,521	1,012,535	1,137,190	1,320,145	1,223,400	1,260,100	1,297,900
Commodities	150,790	163,156	199,800	161,479	177,400	177,400	177,400
Services and Charges	464,626	514,549	545,550	476,513	552,780	552,780	552,780
Capital Outlay	0	6,148	18,700	18,700	0	5,000	5,000
Transfers	190,000	160,000	0	0	0	0	0
Total	\$1,801,937	\$1,856,388	\$1,901,240	\$1,976,837	\$1,953,580	\$1,995,280	\$2,033,080

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	2.00	3.00	3.00	3.00	4.00	4.00	4.00
Part-Time	32.26	30.96	30.96	30.96	30.23	30.23	30.23
Total	34.26	33.96	33.96	33.96	34.23	34.23	34.23

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Public Buildings
Fund: General (101.6616)
Program: General Government

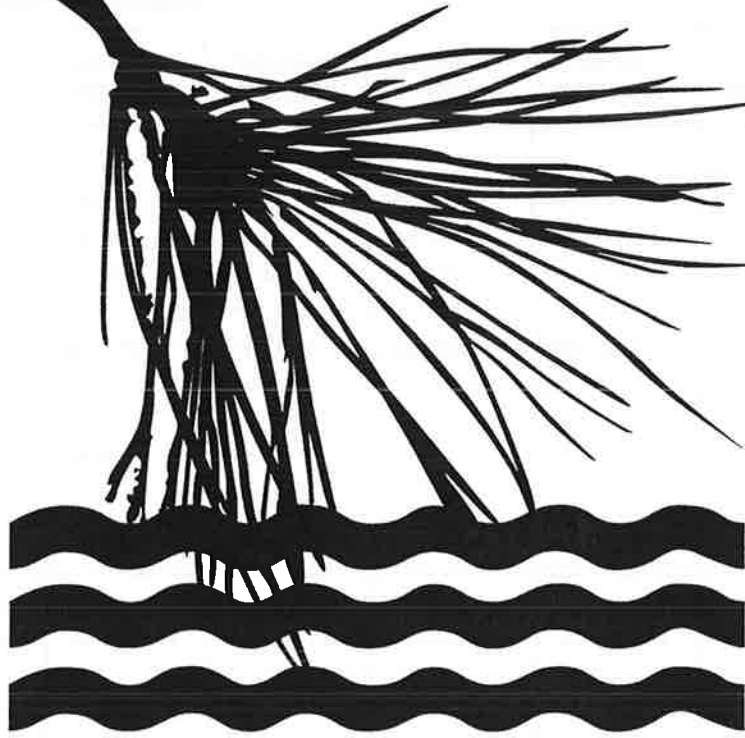
Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	85,131	69,214	81,660	83,638	82,940	85,280	87,690
General	68,118	41,438	81,864	69,397	78,101	62,254	39,819
Property Tax	570,521	570,432	622,746	594,376	614,109	633,626	637,781
Total	\$723,770	\$681,083	\$786,270	\$747,411	\$775,150	\$781,160	\$765,290
% Of Total Property Tax Levy	3.30%	2.98%	3.02%	3.13%	2.87%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	114,179	112,742	119,640	102,629	133,740	137,750	141,880
Commodities	121,876	114,587	123,930	115,245	137,930	137,930	137,930
Services and Charges	404,941	432,897	457,700	444,537	465,480	465,480	465,480
Capital Outlay	82,774	20,857	85,000	85,000	38,000	40,000	20,000
Total	\$723,770	\$681,083	\$786,270	\$747,411	\$775,150	\$781,160	\$765,290

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	1.00	1.00	1.00	1.00	1.50	1.50	1.50
Part-Time	0.73	0.73	0.73	0.73	0.00	0.00	0.00
Total	1.73	1.73	1.73	1.73	1.50	1.50	1.50

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available.

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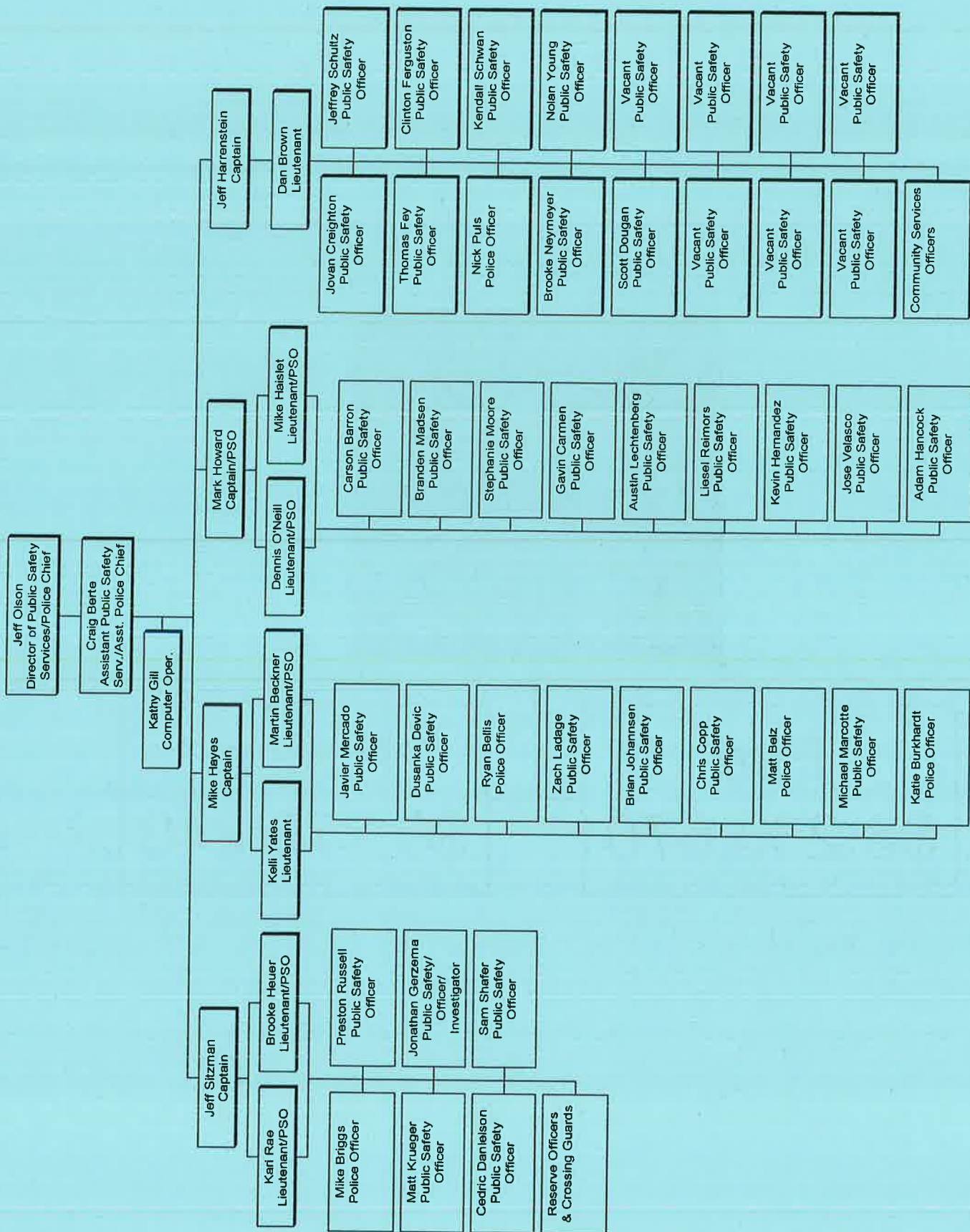


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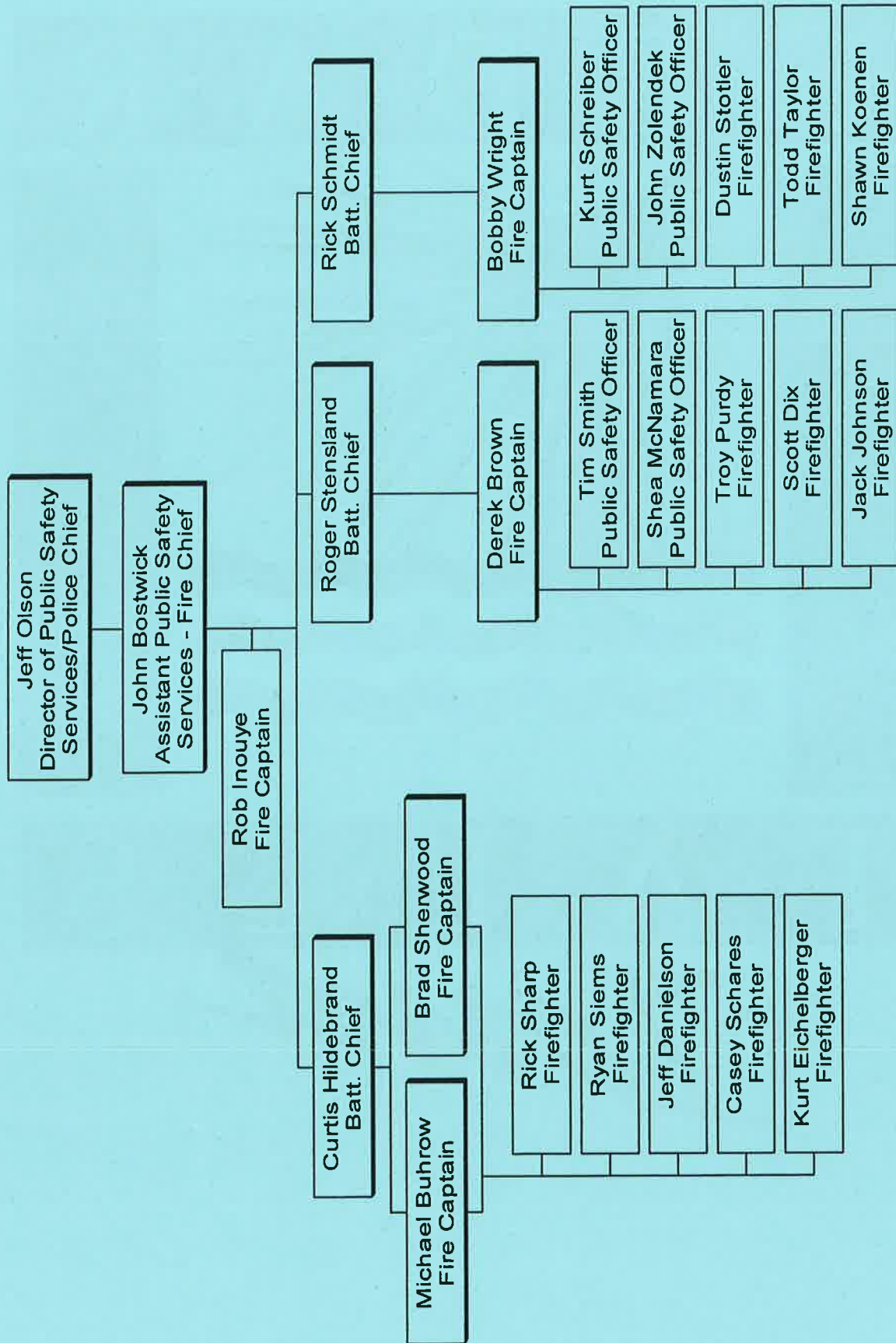
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Public Safety Services - Police Department



City of Cedar Falls, Iowa Public Safety Services - Fire Department



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Iowa

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF PUBLIC SAFETY SERVICES**

Division: PSS/Fire Operations
Fund: General (101.4511)
Program: Public Safety

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	737,867	745,637	818,580	862,384	810,300	826,000	942,000
General	244,825	161,511	245,309	264,208	244,895	207,599	134,333
Property Tax	2,184,623	2,386,191	2,223,391	2,449,492	2,178,475	2,263,601	2,306,747
Total	\$3,167,315	\$3,293,339	\$3,287,280	\$3,576,084	\$3,233,670	\$3,297,200	\$3,383,080
% Of Total Property Tax Levy	16.16%	15.73%	14.62%	16.53%	14.16%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	2,660,593	2,767,611	2,669,330	2,973,875	2,622,570	2,701,100	2,781,980
Commodities	52,232	73,670	86,750	33,718	94,750	94,750	94,750
Services and Charges	449,224	449,238	526,200	563,491	501,350	501,350	501,350
Capital Outlay	5,266	2,820	5,000	5,000	15,000	0	5,000
Total	\$3,167,315	\$3,293,339	\$3,287,280	\$3,576,084	\$3,233,670	\$3,297,200	\$3,383,080

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	32.00	29.81	27.91	21.91	24.91	24.91	24.91
Part-Time	3.40	0.60	0.60	0.60	0.60	0.60	0.60
Total	35.40	30.41	28.51	22.51	25.51	25.51	25.51

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available. In addition, cross trained, alternative staff are not included in these figures.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF PUBLIC SAFETY SERVICES**

Division: PSS/Police Operations
Fund: General (101.5521)
Program: Public Safety

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cash	0	0	0	0	0	0	0
Direct	162,322	177,992	152,500	158,553	152,500	152,500	152,500
General	440,132	322,755	580,284	568,035	649,969	528,592	355,530
Property Tax	3,848,066	4,631,245	4,944,856	5,155,214	5,476,771	5,661,888	5,984,740
Total	\$4,450,520	\$5,131,991	\$5,677,640	\$5,881,802	\$6,279,240	\$6,342,980	\$6,492,770
% Of Total Property Tax Levy	26.93%	28.52%	28.68%	31.98%	30.44%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	3,538,019	4,073,818	4,563,510	4,855,587	4,996,310	5,146,200	5,300,590
Commodities	101,063	88,375	165,250	94,200	168,050	168,050	168,050
Services and Charges	794,084	944,177	925,880	909,014	1,008,130	1,008,130	1,008,130
Capital Outlay	17,354	25,621	23,000	23,000	106,750	20,600	16,000
Total	\$4,450,520	\$5,131,991	\$5,677,640	\$5,881,802	\$6,279,240	\$6,342,980	\$6,492,770

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full-Time	43.09	41.84	48.84	53.50	54.50	54.50	54.50
Part-Time	6.55	6.38	6.88	6.88	6.93	6.93	6.93
Total	49.64	48.22	55.72	60.38	61.43	61.43	61.43

NOTE: The number of part-time positions are estimates. Data relative to full-time employees is in full-time equivalents (FTE) and not actual positions available. In addition, cross trained, alternative staff are not included in these figures.

OTHER FUND REVENUE SUMMARY

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Cable TV							
Cable Television	517,481	521,868	515,000	527,613	515,000	516,000	517,000
Peg Fees	40,979	39,835	40,000	38,393	40,000	40,000	40,000
Interest	15,541	23,136	8,000	28,057	15,000	8,000	8,000
Miscellaneous	1,510	5,129	1,500	5,275	1,500	1,500	1,500
Total Revenue	575,511	589,967	564,500	599,338	571,500	565,500	566,500
Data Processing							
Data Processing	944,701	1,274,542	1,284,710	1,284,710	1,181,930	1,178,380	1,179,440
Interest Income	9,245	13,321	0	18,962	0	0	0
Miscellaneous Income	0	0	0	120	0	0	0
Total Revenue	953,946	1,287,862	1,284,710	1,303,792	1,181,930	1,178,380	1,179,440
Parking Fund							
Meter Collections	7,983	6,429	7,000	7,435	7,000	7,000	7,000
Parking Violations	138,830	131,340	140,000	144,878	160,000	180,000	200,000
Parking Permits	28,094	29,308	20,000	15,341	20,000	20,000	20,000
Miscellaneous Income	0	0	0	10,320	0	0	0
Interest	7,689	11,395	3,000	14,587	3,000	3,000	3,000
Total Revenue	182,596	178,472	170,000	192,560	190,000	210,000	230,000
Vehicle Replacement							
Vehicle Rental Fees	252,000	290,000	330,000	330,000	304,000	470,000	350,000
Total Revenue	252,000	290,000	330,000	330,000	304,000	470,000	350,000
Debt Service							
Debt Svc Tax - Property	1,061,688	1,068,706	522,480	517,255	888,720	664,150	661,100
Debt Service TIF	5,637,734	3,262,886	3,360,580	3,326,974	2,735,310	2,800,000	2,900,000
Debt Service Utilities	185,138	1,115,696	0	945,000	0	0	0
Debt Service Transfer	1,733,928	1,966,840	2,997,330	2,997,330	2,835,980	3,074,350	3,379,790
Debt Service - Misc.	0	0	0	15,151	0	0	0
Total Revenue	8,618,488	7,414,127	6,880,390	7,801,710	6,460,010	6,538,500	6,940,890
Hospital							
Interest Income	217,749	243,937	294,150	294,150	413,100	420,000	450,000
Lease Income	31,796	31,796	31,800	31,800	31,800	31,800	31,800
Sewer Farm Lease	136,576	127,458	136,500	136,500	136,500	136,500	136,500
Miscellaneous	640,472	725,127	640,000	640,000	640,000	640,000	640,000
Total Revenue	1,026,593	1,128,318	1,102,450	1,102,450	1,221,400	1,228,300	1,258,300
Trust & Agency							
Retirement & Pension	1,407,834	1,458,536	1,608,410	1,592,326	1,497,800	1,545,940	1,898,920
Trust & Ag. Prop Tax Ger	1,269,537	1,616,781	2,100,610	2,090,922	1,599,680	1,240,220	1,282,190
S.S.M.I.D.-downtown	172,525	170,419	172,700	170,973	175,100	176,000	176,500
S.S.M.I.D.-college hill	28,839	28,113	28,350	28,067	26,400	27,000	27,500
Interest Income	61,814	60,784	50,040	50,040	117,680	118,000	119,000
Total Revenue	2,940,549	3,334,632	3,960,110	3,932,328	3,416,660	3,107,160	3,504,110

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Gen. Oblig. Bond							
Bond Proceeds	2,920,759	31,706	1,766,590	3,113,542	1,292,000	2,028,000	2,326,000
Federal/State Funding	2,057,174	1,338,354	5,345,180	1,603,615	1,314,500	0	0
Interest Income	0	0	0	0	0	0	0
Miscellaneous	74,476	3,294,466	136,000	291,113	91,000	0	0
Total Revenue	5,052,409	4,664,525	7,247,770	5,008,270	2,697,500	2,028,000	2,326,000
TIF Bond Funds							
Bond Proceeds	0	0	0	0	0	0	0
Federal/State Funding	0	0	6,965,640	749,084	581,750	0	0
TIF Transfer	0	0	3,169,740	0	2,544,280	2,600,000	2,700,000
Interest Income	0	0	0	0	0	0	0
Miscellaneous	1,054,685	805,624	25,000	3,022,613	126,910	0	0
Total Revenue	1,054,685	805,624	10,160,380	3,771,697	3,252,940	2,600,000	2,700,000
Street Repairs							
Local Sales Tax	5,397,376	4,770,023	5,000,000	4,956,539	5,100,000	5,200,000	5,300,000
Interest	123,444	193,334	60,000	216,752	60,000	50,000	50,000
Federal/State Funding	0	85,095	0	0	0	0	0
Ec. Development Trnsf	584,711	284,599	0	0	0	0	0
Miscellaneous	348,872	408,919	0	711,235	0	0	0
Total Revenue	6,454,403	5,741,969	5,060,000	5,884,526	5,160,000	5,250,000	5,350,000
Capital Projects							
TIF - Downtown	1,232,873	961,849	242,500	240,075	204,280	210,000	215,000
Transfers	2,400,000	2,409,940	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
TIF -Pinnacle Prairie	1,014,155	350,310	119,300	118,107	0	0	0
TIF-College Hill	12,946	3,495	31,590	31,274	0	0	0
West 23rd St.	0	0	0	0	0	0	0
Interest Income	200,084	336,832	50,000	475,370	50,000	50,000	50,000
Federal/State Funding	5,828,603	3,631,946	96,800	0	0	0	0
Capital Project Funds	28,545	32,772	0	3,911,591	0	0	0
CFU Transfer	1,515,000	1,669,130	1,560,000	1,560,000	1,560,000	1,560,000	1,560,000
Miscellaneous	930,785	372,690	1,250,000	1,250,000	0	0	0
Total Revenue	13,162,992	9,768,964	4,650,190	8,886,418	3,114,280	3,120,000	3,125,000
Sr Svc. & Com Ctr.							
Interest Income	0	0	0	0	0	0	0
Rental Income	11,720	13,256	19,000	27,320	25,000	26,000	27,000
Miscellaneous Income	1,874	185	730	653	1,880	3,380	3,960
Trips/Buses	0	0	11,000	0	11,000	11,000	12,000
Hawkeye Valley	0	170	0	0	0	0	0
General Fund Support	29,622	25,351	40,000	18,770	60,000	60,000	60,000
Total Revenue	43,216	38,963	70,730	46,743	97,880	100,380	102,960
Block Grant							
Block Grant	105,731	120,248	212,580	96,798	257,070	264,790	272,740
Program Income	0	0	0	0	0	0	0
Home Program Reimb.	14,711	12,044	0	612	0	0	0
Total Revenue	120,442	132,292	212,580	97,409	257,070	264,790	272,740
Housing Vouchers							
Housing Vouchers	1,305,752	1,328,726	1,334,610	1,175,291	1,336,490	1,376,580	1,417,870
Interest	7,754	9,250	0	14,388	0	0	0
Program Income	0	0	0	0	0	0	0
Total Revenue	1,313,506	1,337,976	1,334,610	1,189,680	1,336,490	1,376,580	1,417,870

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Storm Water							
Storm Water Fees	840,530	858,148	840,000	903,274	905,000	950,250	997,760
Permit & Review Fees	23,628	24,806	25,000	34,562	25,000	25,000	25,000
Interest	16,581	18,687	2,000	27,055	2,000	2,000	2,000
Miscellaneous Receipts	108,974	206,498	0	0	0	0	0
Total Revenue	989,713	1,108,138	867,000	964,892	932,000	977,250	1,024,760
Sewer							
Sewer Rental Collections	5,446,394	6,006,832	5,735,000	6,373,097	6,500,000	6,825,000	7,166,250
Industrial User Fees	23,382	24,207	15,000	29,172	15,000	15,000	15,000
Interest Sewer Rental	47,614	85,355	15,000	119,775	15,000	15,000	15,000
Farm Rental	112,640	105,120	135,000	117,120	115,000	115,000	115,000
Sewer Rental Miscel.	916,218	727,089	5,000	11,978	5,000	5,000	5,000
Total Revenue	6,546,248	6,948,602	5,905,000	6,651,142	6,650,000	6,975,000	7,316,250
Sewer Revenue Bond							
Interest Income	0	0	0	0	0	0	0
Bond Proceeds	7,142,137	34,144	1,220,000	0	1,600,000	8,000,000	0
Miscellaneous	350	0	0	3,353,045	0	0	0
Total Revenue	7,142,487	34,144	1,220,000	3,353,045	1,600,000	8,000,000	0
Visitor & Tourism							
Xfer Hotel/Motel - Visitor	439,159	434,360	437,500	437,500	437,500	440,000	445,000
Interest Income	7,347	11,416	2,000	14,630	2,000	2,000	2,000
Building Rental Fees	10,428	7,385	5,000	4,770	5,000	5,000	5,000
Bldg Reserve Transfer	0	0	21,880	21,800	21,880	22,000	22,250
Gift Shop Receipts	4,890	7,098	5,000	6,686	5,000	5,100	5,200
Postage Income	997	4,759	0	830	0	0	0
Tourism Marketing Trans.	79,049	78,185	78,750	78,750	78,750	79,200	80,100
Media Income	3,359	7,034	0	0	0	0	0
Special Projects	7,599	3,620	0	0	0	0	0
Brochures & Pub Income	0	3,447	0	0	0	0	0
Miscellaneous Income	2,065	1,816	6,000	11,752	6,000	6,000	6,000
Total Revenue	554,893	559,119	556,130	576,718	556,130	559,300	565,550
MOP Capital Reserves							
Assessment Transfer	25,036	0	0	0	0	0	0
Softball Fees	12,136	15,923	75,000	7,902	15,000	75,000	0
Golf Fees	10,189	114,828	0	24,000	176,000	0	85,000
Rec Fees	338,759	294,757	40,000	125,770	828,000	756,500	47,000
Interest Income	20,194	29,432	0	41,101	0	0	0
Library Gifts & Memorials	20,783	5,819	0	7,083	0	0	0
Cultural Fees	30,626	87,211	41,300	4,520	10,000	35,900	0
Total Revenue	457,723	547,969	156,300	210,376	1,029,000	867,400	132,000
Refuse							
Refuse Collections	2,389,377	2,398,729	2,400,000	2,556,135	2,500,000	2,500,000	2,500,000
Transfer Station Fees	231,307	322,596	260,000	262,325	260,000	260,000	270,000
Yard Waste Fees	2,624	1,824	2,000	2,505	2,000	2,000	2,000
Bag Tags	553	265	0	33	0	0	0
Interest Refuse	32,130	53,040	10,000	73,290	20,000	20,000	20,000
Refuse Miscellaneous	38,237	43,506	20,000	100,000	20,000	20,000	20,000
Recycling	261,532	261,764	200,000	265,582	200,000	200,000	200,000
Transfer Sewer Rental	122,140	0	0	0	0	0	0
Transfer Street Const.	122,140	190,400	198,420	198,420	203,160	209,252	215,528
Total Revenue	3,200,040	3,272,125	3,090,420	3,458,290	3,205,160	3,211,252	3,227,528

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Landfill Cash							
Landfill Cash	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0
Sewer TIF Bond							
Interest Income	0	0	0	0	0	0	0
Bond Proceeds	0	0	0	0	0	0	0
TIF Transfer	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0
Street Construction							
Road Use Tax	4,874,253	5,009,572	4,770,090	4,750,400	4,770,090	4,809,350	4,828,980
Federal/State Funding	0	0	0	0	0	0	0
Miscellaneous	11,157	102,639	10,000	96,157	10,000	10,000	10,000
Total Revenue	4,885,410	5,112,211	4,780,090	4,846,557	4,780,090	4,819,350	4,838,980
Street Improvement Fund							
Federal/State Funding	652,277	1,070,298	0	1,083,000	0	0	0
Miscellaneous	0	0	0	3,051,234	0	0	0
Interest	62,244	3,744	0	0	0	0	0
Total Revenue	714,521	1,074,042	0	4,134,234	0	0	0
Vehicle Maintenance							
Veh. Maintenance Fees	1,732,920	1,794,490	1,717,910	1,757,840	1,732,150	1,775,180	1,811,420
Interest Veh. Maintenance	16,941	28,593	5,000	39,421	5,000	5,000	5,000
Veh. Maintenance Miscell	95,192	68,708	30,000	65,078	30,000	30,000	30,000
Total Revenue	1,845,053	1,891,791	1,752,910	1,862,340	1,767,150	1,810,180	1,846,420
Total Revenues	68,087,424	57,261,834	61,356,270	66,204,515	49,781,190	55,257,322	48,275,298

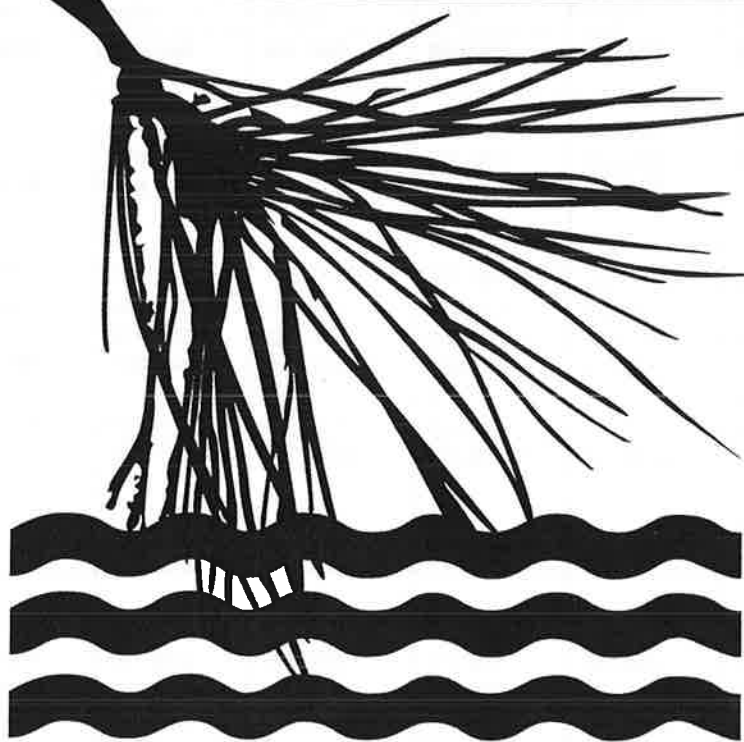
OTHER FUND EXPENSES SUMMARY

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Cable TV							
Personal Services	271,606	278,283	318,850	289,049	342,590	352,870	363,460
Commodities	9,112	9,693	12,200	7,531	12,200	12,570	12,950
Service & Charges	64,528	65,227	78,920	77,566	83,090	85,580	88,150
Capital Outlay	95,342	257,333	175,000	175,000	395,000	105,000	105,000
Tranfers	41,626	23,907	25,190	25,190	27,530	28,360	29,210
Total Expenditures	482,214	634,443	610,160	574,336	860,410	584,380	598,770
Data Processing							
Personal Services	458,727	410,587	528,150	509,869	522,570	538,250	554,400
Commodities	14,349	10,649	11,000	12,608	11,000	11,330	11,670
Service & Charges	271,551	423,773	430,110	420,734	439,530	452,720	466,300
Capital Outlay	292,381	316,534	322,950	322,950	216,330	176,080	147,070
Total Expenditures	1,037,008	1,161,543	1,292,210	1,266,161	1,189,430	1,178,380	1,179,440
Parking Fund							
Personal Services	85,284	82,944	98,090	92,050	157,420	162,140	167,000
Commodities	2,026	5,810	7,500	6,497	7,500	7,730	7,960
Service & Charges	49,990	47,436	113,030	55,892	143,930	148,250	152,700
Capital Outlay	0	0	82,340	82,340	100,000	56,670	74,000
Tranfers	9,920	9,780	9,880	9,880	13,660	14,070	14,490
Total Expenditures	147,220	145,970	310,840	246,659	422,510	388,860	416,150
Vehicle Replacement							
Capital Outlay	254,708	285,732	330,000	330,000	304,000	470,000	350,000
Total Expenditures	254,708	285,732	330,000	330,000	304,000	470,000	350,000
Debt Service							
Capital Outlay	0	1,000	0	0	0	0	0
Debt Service	3,136,338	4,292,978	3,710,650	4,655,650	3,915,730	3,929,170	4,230,710
TIF Transfers	5,453,697	3,077,698	3,169,740	3,169,740	2,544,280	2,609,330	2,710,180
Total Expenditures	8,590,035	7,371,676	6,880,390	7,825,390	6,460,010	6,538,500	6,940,890
Hospital							
Transfer	0	0	0	0	0	0	0
Health Care	146,428	111,208	7,500	11,220	200,440	12,000	12,000
Capital Outlay	0	0	0	0	0	20,000	0
Total Expenditures	146,428	111,208	7,500	11,220	200,440	32,000	12,000
Trust & Agency							
Personal Services	1,373,092	1,517,875	1,658,450	1,483,548	1,615,480	1,663,940	2,017,920
Tranfers	1,420,901	1,661,195	2,151,660	2,151,660	1,401,180	1,443,220	1,486,190
Total Expenditures	2,793,993	3,179,071	3,810,110	3,635,208	3,016,660	3,107,160	3,504,110
Gen. Oblig. Bond							
Capital Outlay	654,416	8,842,657	7,247,770	4,950,385	2,697,500	2,028,000	2,326,000
Tranfers	0	0	0	0	0	0	0
Total Expenditures	654,416	8,842,657	7,247,770	4,950,385	2,697,500	2,028,000	2,326,000
TIF Bond Fund							
Capital Outlay	285,839	260,570	11,906,550	4,341,721	11,370,030	12,423,050	5,754,600
Total Expenditures	285,839	260,570	11,906,550	4,341,721	11,370,030	12,423,050	5,754,600

	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Street Repairs							
Capital Outlay	4,003,669	7,486,194	6,954,900	6,954,900	7,362,800	7,067,500	5,618,000
Total Expenditures	4,003,669	7,486,194	6,954,900	6,954,900	7,362,800	7,067,500	5,618,000
Capital Projects							
Capital Outlay	403,532	3,293,901	7,785,730	7,785,730	904,660	1,080,000	1,010,000
FEMA Funds	365,479	1,497,445	0	0	0	0	0
Economic Develop	4,936,610	1,479,959	0	0	0	0	0
Tranfers	2,259,975	1,315,653	400,000	0	400,000	400,000	400,000
Total Expenditures	7,965,596	7,586,958	8,185,730	7,785,730	1,304,660	1,480,000	1,410,000
Sr. Svcs. & Com. Ctr.							
Personal Services	6,795	6,134	16,600	9,644	43,890	45,210	46,570
Commodities	523	170	4,400	2,282	4,400	4,530	4,670
Service & Charges	23,120	21,848	35,100	20,186	34,850	35,900	36,980
Capital Outlay	1,065	0	500	500	500	500	500
Tranfers	11,713	10,810	14,130	14,130	14,240	14,240	14,240
Total Expenditures	43,216	38,963	70,730	46,742	97,880	100,380	102,960
Block Grant							
Personal Services	30,293	21,189	36,560	17,491	12,230	12,600	12,980
Commodities	371	396	650	204	650	670	690
Service & Charges	110,474	73,352	175,370	201,252	244,190	251,520	259,070
Capital Outlay	0	0	0	0	0	0	0
Total Expenditures	141,138	94,937	212,580	218,947	257,070	264,790	272,740
Housing Vouchers							
Personal Services	88,192	96,896	91,520	107,605	100,080	103,080	106,170
Commodities	2,971	3,588	3,040	2,189	3,040	3,130	3,220
Service & Charges	1,204,520	1,197,389	1,240,050	1,119,276	1,233,370	1,270,370	1,308,480
Capital Outlay	0	0	0	0	0	0	0
Tranfers	0	0	0	0	0	0	0
Total Expenditures	1,295,683	1,297,873	1,334,610	1,229,069	1,336,490	1,376,580	1,417,870
Storm Water							
Personal Services	292,097	299,342	243,490	346,192	249,170	256,650	264,350
Commodities	16,290	24,140	25,300	49,560	26,300	27,090	27,900
Service & Charges	115,717	139,506	190,520	203,254	145,690	150,060	154,560
Capital Outlay	1,173,189	286,183	579,750	579,750	585,000	1,145,000	240,000
Debt Service Xfer	0	0	0	0	119,500	115,500	116,500
Tranfers	0	31,200	35,120	35,120	28,700	29,557	30,439
Total Expenditures	1,597,293	780,372	1,074,180	1,213,876	1,154,360	1,723,857	833,749
Sewer							
Personal Services	1,189,480	1,207,205	1,305,590	1,277,742	1,328,000	1,367,840	1,408,880
Commodities	184,101	232,802	240,900	127,865	240,900	248,130	255,570
Service & Charges	946,374	950,367	1,000,460	1,125,054	1,076,080	1,108,360	1,141,610
Capital Outlay	352,999	406,881	525,000	525,000	1,555,000	833,000	485,000
Debt Service Xfer	1,244,268	1,673,340	2,703,650	2,703,650	2,618,590	2,593,990	2,563,360
Tranfers	1,322,267	1,181,353	116,320	116,320	121,920	125,580	129,350
Total Expenditures	5,239,489	5,651,947	5,891,920	5,875,630	6,940,490	6,276,900	5,983,770
Sewer Revenue Bond							
Capital Outlay	5,517,056	3,909,642	1,220,000	864,199	1,600,000	8,000,000	0
Total Expenditures	5,517,056	3,909,642	1,220,000	864,199	1,600,000	8,000,000	0

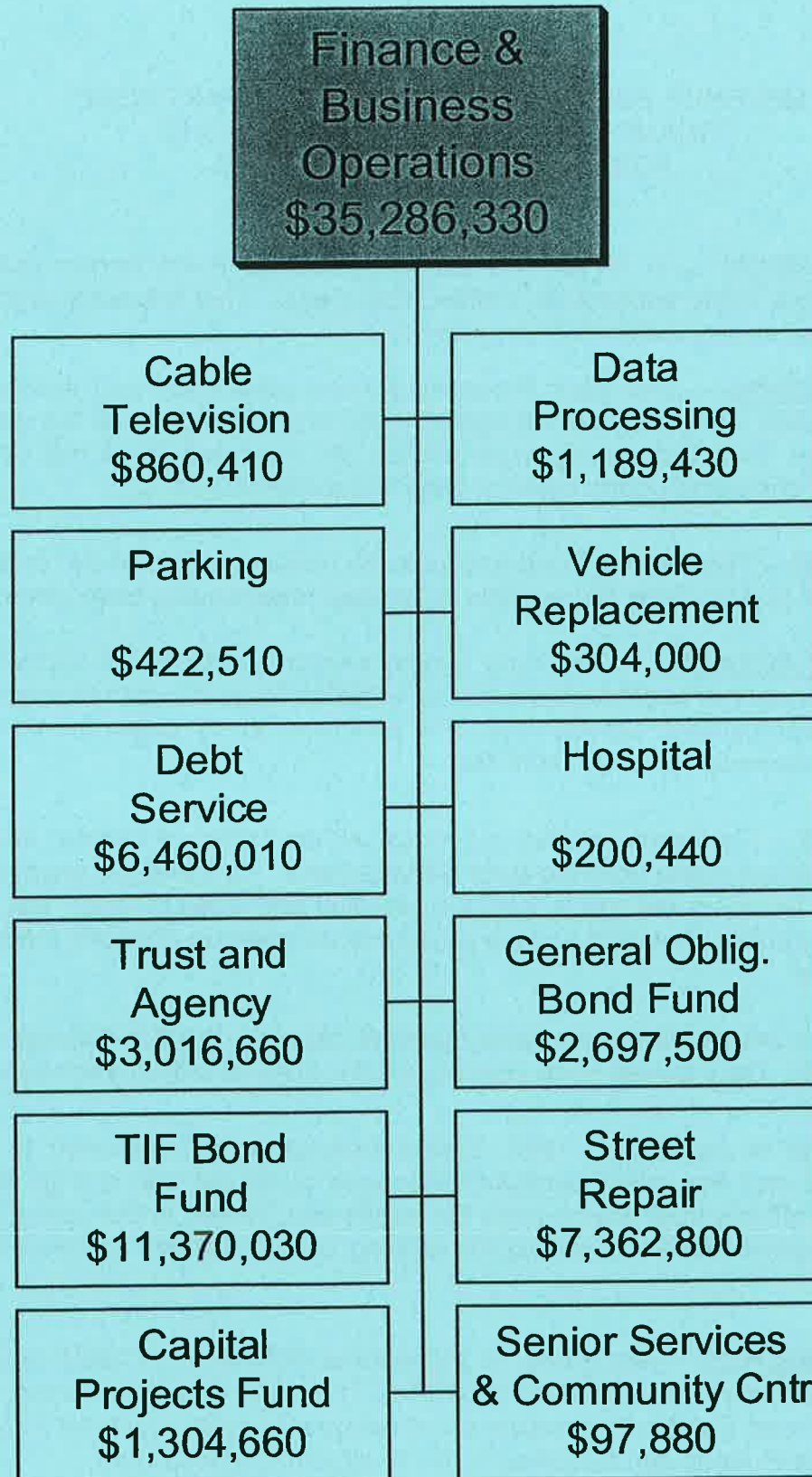
	FY17 Actual	FY18 Actual	FY19 Budgeted	FY19 Projected	FY20 Budgeted	FY21 Proposed	FY22 Proposed
Visitor & Tourism							
Personal Services	196,268	219,732	244,350	238,411	286,130	294,710	303,550
Commodities	94,543	105,488	105,570	103,104	128,800	132,660	136,640
Service & Charges	142,055	162,582	216,170	211,108	226,390	233,180	240,180
Capital Outlay	29,855	43,529	229,930	229,930	51,080	105,000	130,000
Tranfers	7,304	5,715	4,600	4,600	4,600	4,500	4,500
Total Expenditures	470,025	537,046	800,620	787,153	697,000	770,050	814,870
MOP Capital Reserve							
Service & Charges	14,623	24,290	0	0	0	0	0
Capital Outlay	90,581	522,813	156,300	172,910	1,029,000	867,400	132,000
Total Expenditures	105,204	547,103	156,300	172,910	1,029,000	867,400	132,000
Refuse							
Personal Services	1,113,390	1,176,117	1,266,730	1,187,491	1,251,890	1,289,450	1,328,130
Commodities	91,908	71,673	102,940	128,161	105,940	109,120	112,390
Service & Charges	1,104,528	1,195,407	1,256,760	1,310,861	1,228,410	1,265,260	1,303,220
Capital Outlay	236,808	108,670	270,000	270,000	545,000	206,670	515,000
Debt Service	0	0	0	0	0	0	0
Tranfers	122,402	117,163	137,880	137,880	146,710	151,110	155,640
Total Expenditures	2,669,036	2,669,030	3,034,310	3,034,393	3,277,950	3,021,610	3,414,380
Landfill Cash							
Capital Outlay	0	0	0	0	0	0	0
Total Expenditures	0	0	0	0	0	0	0
Street Construction							
Personal Services	1,561,056	1,594,314	1,718,010	1,536,359	1,778,160	1,831,500	1,886,450
Commodities	375,574	458,363	579,190	630,207	619,190	637,770	656,900
Service & Charges	761,714	728,530	783,490	854,943	898,680	925,640	953,410
Capital Outlay	1,073,760	1,245,926	1,736,100	1,736,100	1,454,700	1,823,160	1,864,000
Debt Service Xfer	0	0	0	0	0	0	0
Tranfers	265,172	337,783	358,300	358,300	377,630	388,960	400,627
Total Expenditures	4,037,276	4,364,916	5,175,090	5,115,909	5,128,360	5,607,030	5,761,387
Street Improvement Fund							
Personal Services	0	0	0	0	0	0	0
Commodities	0	0	0	0	0	0	0
Service & Charges	0	0	0	0	0	0	0
Capital Outlay	9,394,064	6,150,273	0	1,090,078	0	0	0
Tranfers	0	0	0	0	0	0	0
Total Expenditures	9,394,064	6,150,273	0	1,090,078	0	0	0
Vehicle Maintenance							
Personal Services	389,791	393,601	466,090	380,538	471,460	485,600	500,170
Commodities	765,168	876,015	928,470	856,296	928,470	956,320	985,010
Service & Charges	276,644	276,864	303,350	349,622	312,220	321,590	331,240
Capital Outlay	0	0	55,000	55,000	55,000	46,670	30,000
Tranfers	0	0	0	0	0	0	0
Total Expenditures	1,431,603	1,546,479	1,752,910	1,641,456	1,767,150	1,810,180	1,846,420
Totals							
Personal Services	7,056,071	7,304,219	7,992,480	7,475,989	8,159,070	8,403,840	8,960,030
Commodities	1,556,935	1,798,788	2,021,160	1,926,504	2,088,390	2,151,050	2,215,570
Service & Charges	10,519,732	8,370,893	5,830,830	5,960,966	6,266,870	6,260,430	6,447,900
Capital Outlay	23,859,264	33,417,839	39,577,820	30,466,493	30,225,600	36,453,700	18,781,170
Debt Service	4,380,606	5,966,318	6,414,300	7,359,300	6,653,820	6,638,660	6,910,570
Tranfers	10,914,976	7,772,257	6,422,820	6,022,820	5,080,450	2,599,597	2,664,687
Total Expnd.	58,287,585	64,630,314	68,259,410	59,212,073	58,474,200	62,507,277	45,979,927

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**CITY OF CEDAR FALLS
REVENUE SUMMARY BY FUND AND DEPARTMENT
FINANCE AND BUSINESS OPERATIONS
FOR FISCAL YEARS 2017 – 2022**

CABLE TELEVISION – In FY95, the Cable Television Fund began collecting an additional fee from cable subscribers entitled Peg Fees. This fee along with franchise fees support local access cable T.V. programming.

DATA PROCESSING – The Data Processing Fund purchases and accounts for all computer hardware, software, support agreements, and training for all the departments in the City. The Data Processing expenditures are allocated to all the departments based on actual costs and depreciation of Data Processing's assets.

PARKING FUND – The Parking Fund accounts for parking fines and the collection and administration of parking fees. Since FY04 downtown meters have been removed.

VEHICLE REPLACEMENT – This was a new section in the FY98 budget and was created to separate the capital acquisition of vehicles from the maintenance account. The Vehicle Replacement expenditures are allocated to all departments based on actual cost and depreciation of the vehicles.

DEBT SERVICE – For Administrative purposes, all payments of interest and principal on the City's debt are made from the Debt Service Fund. To make the payments on the revenue bonds, transfers are made from the Hospital and Sewer funds. For budgeting and reporting purposes, the debt service payments on revenue debt are made from the Enterprise Funds.

The debt service payments remain fairly constant because the City follows a policy of replacement debt. Debt issued each year equals the amount retired each year.

HOSPITAL – As of January 1, 1997, Sartori Hospital was transferred to Covenant Health Systems and the asset purchase proceeds were put into a trust fund. The interest income off this trust will be used for health care needs in the community. The City will also receive lease income for the leasing of the property to Covenant Health Systems.

TRUST AND AGENCY – According to procedures described in State code, certain employee benefits are budgeted in the fund titled Trust and Agency. If a city has levied taxes in the General Fund to the maximum, employee benefits, such as FICA, IPERS, and pension contributions can be levied in the Trust and Agency Fund.

GENERAL OBLIGATION BOND FUNDS – These funds are used to track separate bond sales and their related expenditures.

TIF BOND FUND – This fund is used to track TIF expenditures in the City's urban renewal areas.

STREET REPAIRS – The Local Option Sales Tax was approved for an additional ten years in FY14. These funds are used 100% for street reconstruction and street resurfacing projects.

CAPITAL PROJECTS FUND – This fund is used to account for miscellaneous projects that are not funded by a bond sale.

COMMUNITY CENTER & SENIOR SERVICES – FY02 was the first year that this division was included in the City's budget. In FY09, general fund dollars started to support this division's operations.

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**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Cable Television
Fund: Cable TV (#254)
Program: General Government

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Franchise Fees	517,481	521,868	515,000	527,613	515,000	516,000	517,000
Peg Fees	40,979	39,835	40,000	38,393	40,000	40,000	40,000
Miscellaneous	1,510	5,129	1,500	5,275	1,500	1,500	1,500
Interest	15,541	23,136	8,000	28,057	15,000	8,000	8,000
Total	\$575,511	\$589,967	\$564,500	\$599,337	\$571,500	\$565,500	\$566,500

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	271,606	278,283	318,850	289,049	342,590	352,870	363,460
Commodities	9,112	9,693	12,200	7,531	12,200	12,570	12,950
Service & Charges	64,528	65,227	78,920	77,566	83,090	85,580	88,150
Capital Outlay	95,342	257,333	175,000	175,000	395,000	105,000	105,000
Transfer	41,626	23,907	25,190	25,190	27,530	28,360	29,210
Total	\$482,214	\$634,443	\$610,160	\$574,336	\$860,410	\$584,380	\$598,770

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	2.50	2.80	2.80	2.80	3.80	3.80	3.80
Part Time	2.00	2.50	2.75	2.75	1.63	1.63	1.63
Total	4.50	5.30	5.55	5.55	5.43	5.43	5.43

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

CABLE TELEVISION FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	1,789,732	1,883,029	1,838,553	1,838,553	1,863,554	1,574,645	1,555,765
Total Revenues	575,511	589,967	564,500	599,337	571,500	565,500	566,500
Total Expenditures	482,214	634,443	610,160	574,336	860,410	584,380	598,770
Ending Balance	\$1,883,029	\$1,838,553	\$1,792,893	\$1,863,554	\$1,574,645	\$1,555,765	\$1,523,495
Current Year Cash Added (Used)	\$93,297	(\$44,476)	(\$45,660)	\$25,001	(\$288,910)	(\$18,880)	(\$32,270)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Data Processing
Fund: Data Processing (#606)
Program: Internal Service

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Computer Services							
Receipts	944,701	1,274,542	1,284,710	1,284,710	1,181,930	1,178,380	1,179,440
Interest Income	9,245	13,321	0	18,962	0	0	0
Miscellaneous Receipts	0	0	0	120	0	0	0
Total	\$953,946	\$1,287,862	\$1,284,710	\$1,303,792	\$1,181,930	\$1,178,380	\$1,179,440

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	458,727	410,587	528,150	509,869	522,570	538,250	554,400
Commodities	14,349	10,649	11,000	12,608	11,000	11,330	11,670
Service & Charges	271,551	423,773	430,110	420,734	439,530	452,720	466,300
Capital Outlay	292,381	316,534	322,950	322,950	216,330	176,080	147,070
Total	\$1,037,008	\$1,161,543	\$1,292,210	\$1,266,160	\$1,189,430	\$1,178,380	\$1,179,440

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	4.00	4.00	5.00	5.00	5.00	5.00	5.00
Part Time	0.00	0.73	0.73	0.73	0.73	0.73	0.73
Total	4.00	4.73	5.73	5.73	5.73	5.73	5.73

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

DATA PROCESSING FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	1,123,722	1,040,660	1,166,979	1,166,979	1,204,610	1,197,110	1,197,110
Total Revenues	953,946	1,287,862	1,284,710	1,303,792	1,181,930	1,178,380	1,179,440
Total Expenditures	1,037,008	1,161,543	1,292,210	1,266,160	1,189,430	1,178,380	1,179,440
Ending Balance	\$1,040,660	\$1,166,979	\$1,159,479	\$1,204,610	\$1,197,110	\$1,197,110	\$1,197,110
Current Year Cash Added (Used)	(\$83,062)	\$126,319	(\$7,500)	\$37,631	(\$7,500)	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Parking
Fund: Parking Fund (#258)
Program: Public Works

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Meter Collections	7,983	6,429	7,000	7,435	7,000	7,000	7,000
Parking Violations	138,830	131,340	140,000	144,878	160,000	180,000	200,000
Off-Street Parking Permits	28,094	29,308	20,000	15,341	20,000	20,000	20,000
Interest	7,689	11,395	3,000	14,587	3,000	3,000	3,000
Miscellaneous	0	0	0	10,320	0	0	0
Total	\$182,596	\$178,472	\$170,000	\$192,561	\$190,000	\$210,000	\$230,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	85,284	82,944	98,090	92,050	157,420	162,140	167,000
Commodities	2,026	5,810	7,500	6,497	7,500	7,730	7,960
Service & Charges	49,990	47,436	113,030	55,892	143,930	148,250	152,700
Capital Outlay	0	0	82,340	82,340	100,000	56,670	74,000
Transfers	9,920	9,780	9,880	9,880	13,660	14,070	14,490
Total	\$147,220	\$145,970	\$310,840	\$246,659	\$422,510	\$388,860	\$416,150

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	0.85	0.32	0.32	0.32	0.37	0.37	0.37
Part Time	1.45	1.68	1.73	1.73	3.18	3.18	3.18
Total	2.30	2.00	2.05	2.05	3.55	3.55	3.55

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

PARKING FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	901,213	936,589	969,091	969,091	914,993	682,483	503,623
Total Revenues	182,596	178,472	170,000	192,561	190,000	210,000	230,000
Total Expenditures	147,220	145,970	310,840	246,659	422,510	388,860	416,150
Ending Balance	\$936,589	\$969,091	\$828,251	\$914,993	\$682,483	\$503,623	\$317,472
Current Year Cash Added (Used)	\$35,376	\$32,502	(\$140,840)	(\$54,098)	(\$232,510)	(\$178,860)	(\$186,150)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO/Vehicle Replacement
Fund: Vehicle Replacement (#685)
Program: Internal Service

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Rental Fees	252,000	290,000	330,000	330,000	304,000	470,000	350,000
Total	\$252,000	\$290,000	\$330,000	\$330,000	\$304,000	\$470,000	\$350,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	254,708	285,732	330,000	330,000	304,000	470,000	350,000
Total	\$254,708	\$285,732	\$330,000	\$330,000	\$304,000	\$470,000	\$350,000

VEHICLE REPLACEMENT FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	(329,955)	(332,663)	(328,395)	(328,395)	(328,395)	(328,395)	(328,395)
Total Revenues	252,000	290,000	330,000	330,000	304,000	470,000	350,000
Total Expenditures	254,708	285,732	330,000	330,000	304,000	470,000	350,000
Ending Balance	(\$332,663)	(\$328,395)	(\$328,395)	(\$328,395)	(\$328,395)	(\$328,395)	(\$328,395)
Current Year Cash Added (Used)	(\$2,708)	\$4,268	\$0	\$0	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: Debt Service
Fund: Debt Service (#311)
Program: Debt Service

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Utilities Receipts	185,138	1,115,696	0	945,000	0	0	0
TIF - Industrial Parks	5,637,734	3,262,886	3,360,580	3,326,974	2,735,310	2,800,000	2,900,000
Property Tax	1,061,688	1,068,706	522,480	517,255	888,720	664,150	661,100
Transfer	1,733,928	1,966,840	2,997,330	2,997,330	2,835,980	3,074,350	3,379,790
Miscellaneous	0	0	0	15,151	0	0	0
Total	\$8,618,488	\$7,414,127	\$6,880,390	\$7,801,710	\$6,460,010	\$6,538,500	\$6,940,890
% Of Total Property Tax Levy	6.13%	5.59%	2.53%	2.72%	4.15%		

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Debt Service	3,136,338	4,292,978	3,710,650	4,655,650	3,915,730	3,929,170	4,230,710
TIF Transfers	5,453,697	3,078,698	3,169,740	3,169,740	2,544,280	2,609,330	2,710,180
Total	\$8,590,035	\$7,371,676	\$6,880,390	\$7,825,390	\$6,460,010	\$6,538,500	\$6,940,890

DEBT SERVICE FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	463,054	491,506	533,957	533,957	510,277	510,277	510,277
Total Revenues	8,618,488	7,414,127	6,880,390	7,801,710	6,460,010	6,538,500	6,940,890
Total Expenditures	8,590,035	7,371,676	6,880,390	7,825,390	6,460,010	6,538,500	6,940,890
Ending Balance	\$491,506	\$533,957	\$533,957	\$510,277	\$510,277	\$510,277	\$510,277
Current Year Cash Added (Used)	\$28,453	\$42,451	\$0	(\$23,680)	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: Hospital
Fund: Hospital (#215)
Program: Health & Social Services

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Hospital Receipts	640,472	725,127	640,000	640,000	640,000	640,000	640,000
Interest Income	217,749	243,937	294,150	294,150	413,100	420,000	450,000
Lease Income	31,796	31,796	31,800	31,800	31,800	31,800	31,800
Sewer Farm Lease	136,576	127,458	136,500	136,500	136,500	136,500	136,500
Total	\$1,026,593	\$1,128,318	\$1,102,450	\$1,102,450	\$1,221,400	\$1,228,300	\$1,258,300

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Transfer	0	0	0	0	0	0	0
Community Health Care	146,428	111,208	7,500	11,220	200,440	12,000	12,000
Capital Outlay	0	0	0	0	0	20,000	0
Total	\$146,428	\$111,208	\$7,500	\$11,220	\$200,440	\$32,000	\$12,000

HOSPITAL FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	6,213,925	7,094,090	8,111,200	8,111,200	9,202,430	10,223,390	11,419,690
Total Revenues	1,026,593	1,128,318	1,102,450	1,102,450	1,221,400	1,228,300	1,258,300
Total Expenditures	146,428	111,208	7,500	11,220	200,440	32,000	12,000
Ending Balance	\$7,094,090	\$8,111,200	\$9,206,150	\$9,202,430	\$10,223,390	\$11,419,690	\$12,665,990
Current Year Cash Added (Used)	\$880,165	\$1,017,110	\$1,094,950	\$1,091,230	\$1,020,960	\$1,196,300	\$1,246,300

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: Trust & Agency
Fund: Trust & Agency
 (# 292, 293 & 724)
Program: Public Safety

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
S.S.M.I.D.-downtown	172,525	170,419	172,700	170,973	175,100	176,000	176,500
S.S.M.I.D.-college hill	28,839	28,113	28,350	28,067	26,400	27,000	27,500
Property Tax - General	1,269,537	1,616,781	2,100,610	2,090,922	1,599,680	1,240,220	1,282,190
Property Tax - Retirement	1,407,834	1,458,536	1,608,410	1,592,326	1,497,800	1,545,940	1,898,920
Interest Income	61,814	60,784	50,040	50,040	117,680	118,000	119,000
Total	\$2,940,549	\$3,334,632	\$3,960,110	\$3,932,328	\$3,416,660	\$3,107,160	\$3,504,110

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,373,092	1,517,875	1,658,450	1,483,548	1,615,480	1,663,940	2,017,920
Transfers	1,420,901	1,661,195	2,151,660	2,151,660	1,401,180	1,443,220	1,486,190
Total	\$2,793,993	\$3,179,071	\$3,810,110	\$3,635,208	\$3,016,660	\$3,107,160	\$3,504,110

TRUST AND AGENCY FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	5,658,589	5,805,145	5,960,707	5,960,707	6,257,826	6,657,826	6,657,826
Total Revenues	2,940,549	3,334,632	3,960,110	3,932,328	3,416,660	3,107,160	3,504,110
Total Expenditures	2,793,993	3,179,071	3,810,110	3,635,208	3,016,660	3,107,160	3,504,110
Ending Balance	\$5,805,145	\$5,960,707	\$6,110,707	\$6,257,826	\$6,657,826	\$6,657,826	\$6,657,826
Current Year Cash Added (Used)	\$146,556	\$155,562	\$150,000	\$297,119	\$400,000	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO
Fund: General Obligation
 Bond Fund (#436/437/438/439)
Program: Capital Projects

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Bond Proceeds	2,920,759	31,706	1,766,590	3,113,542	1,292,000	2,028,000	2,326,000
Federal/State Funding	2,057,174	1,338,354	5,345,180	1,603,615	1,314,500	0	0
Miscellaneous	74,476	3,294,466	136,000	291,113	91,000	0	0
Interest Income	0	0	0	0	0	0	0
Total	\$5,052,409	\$4,664,525	\$7,247,770	\$5,008,270	\$2,697,500	\$2,028,000	\$2,326,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	654,416	8,842,657	7,247,770	4,950,385	2,697,500	2,028,000	2,326,000
Transfer	0	0	0	0	0	0	0
Total	\$654,416	\$8,842,657	\$7,247,770	\$4,950,385	\$2,697,500	\$2,028,000	\$2,326,000

GENERAL OBLIGATION BOND FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	(277,745)	4,120,248	(57,884)	(57,884)	0	0	0
Total Revenues	5,052,409	4,664,525	7,247,770	5,008,270	2,697,500	2,028,000	2,326,000
Total Expenditures	654,416	8,842,657	7,247,770	4,950,385	2,697,500	2,028,000	2,326,000
Ending Balance	\$4,120,248	(\$57,884)	(\$57,884)	\$0	\$0	\$0	\$0
Current Year Cash Added (Used)	\$4,397,993	(\$4,178,132)	\$0	\$57,885	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO
Fund: TIF Bond Fund (430)
Program: Capital Projects

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Bond Proceeds	0	0	0	0	0	0	0
Federal/State Funding	0	0	6,965,640	749,084	581,750	0	0
Miscellaneous	1,054,685	805,624	25,000	0	126,910	0	0
Interest Income	0	0	0	0	0	0	0
TIF Transfer	0	0	3,169,740	3,022,613	2,544,280	2,600,000	2,700,000
Total	\$1,054,685	\$805,624	\$10,160,380	\$3,771,697	\$3,252,940	\$2,600,000	\$2,700,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	285,839	260,570	11,906,550	4,341,721	11,370,030	12,423,050	5,754,600
Total	\$285,839	\$260,570	\$11,906,550	\$4,341,721	\$11,370,030	\$12,423,050	\$5,754,600

TIF BOND FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	(743,875)	24,971	570,024	570,024	0	(8,117,090)	(17,940,140)
Total Revenues	1,054,685	805,624	10,160,380	3,771,697	3,252,940	2,600,000	2,700,000
Total Expenditures	285,839	260,570	11,906,550	4,341,721	11,370,030	12,423,050	5,754,600
Ending Balance	\$24,971	\$570,024	(\$1,176,146)	\$0	(\$8,117,090)	(\$17,940,140)	(\$20,994,740)
Current Year Cash Added (Used)	\$768,846	\$545,053	(\$1,746,170)	(\$570,024)	(\$8,117,090)	(\$9,823,050)	(\$3,054,600)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO
Fund: Street Repairs (#242)
Program: Public Works

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Local Sales Tax	5,397,376	4,770,023	5,000,000	4,956,539	5,100,000	5,200,000	5,300,000
Interest	123,444	193,334	60,000	216,752	60,000	50,000	50,000
Federal/State Funding	0	85,095	0	0	0	0	0
Miscellaneous	348,872	408,919	0	711,235	0	0	0
Total	\$6,454,403	\$5,741,969	\$5,060,000	\$5,884,526	\$5,160,000	\$5,250,000	\$5,350,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	4,003,669	7,486,194	6,954,900	6,954,900	7,362,800	7,067,500	5,618,000
Total	\$4,003,669	\$7,486,194	\$6,954,900	\$6,954,900	\$7,362,800	\$7,067,500	\$5,618,000

STREET REPAIR FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	14,056,869	16,507,603	14,763,378	14,763,378	13,693,004	11,490,204	9,672,704
Total Revenues	6,454,403	5,741,969	5,060,000	5,884,526	5,160,000	5,250,000	5,350,000
Total Expenditures	4,003,669	7,486,194	6,954,900	6,954,900	7,362,800	7,067,500	5,618,000
Ending Balance	\$16,507,603	\$14,763,378	\$12,868,478	\$13,693,004	\$11,490,204	\$9,672,704	\$9,404,704
Current Year Cash Added (Used)	\$2,450,734	(\$1,744,225)	(\$1,894,900)	(\$1,070,374)	(\$2,202,800)	(\$1,817,500)	(\$268,000)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE & BUSINESS OPERATIONS**

Division: FBO
Fund: Capital Projects Fund (#443/402
 404/405/473/483/484)
Program: Capital Projects

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Projects Fund	28,545	32,772	0	3,911,591	0	0	0
TIF - Downtown	1,232,873	961,849	242,500	240,075	204,280	210,000	215,000
Economic Dev. Transfers	2,400,000	2,409,940	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
TIF - Pinnacle Prairie	1,014,155	350,310	119,300	118,107	0	0	0
Federal/State Funding	5,841,549	3,635,441	96,800	0	0	0	0
TIF-College Hill	0	0	31,590	31,274	0	0	0
Interest	200,084	336,832	50,000	475,370	50,000	50,000	50,000
Miscellaneous	930,785	372,690	1,250,000	1,250,000	0	0	0
CFU Transfer	1,515,000	1,669,130	1,560,000	1,560,000	1,560,000	1,560,000	1,560,000
Total	\$13,162,992	\$9,768,964	\$4,650,190	\$8,886,418	\$3,114,280	\$3,120,000	\$3,125,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	5,705,621	6,271,304	7,785,730	7,785,730	904,660	1,080,000	1,010,000
Transfers	2,259,975	1,315,653	400,000	0	400,000	400,000	400,000
Total	\$7,965,596	\$7,586,958	\$8,185,730	\$7,785,730	\$1,304,660	\$1,480,000	\$1,410,000

CAPITAL PROJECTS FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	23,845,017	29,042,414	31,224,420	31,224,420	32,325,108	34,134,728	35,774,728
Total Revenues	13,162,992	9,768,964	4,650,190	8,886,418	3,114,280	3,120,000	3,125,000
Total Expenditures	7,965,596	7,586,958	8,185,730	7,785,730	1,304,660	1,480,000	1,410,000
Ending Balance	\$29,042,414	\$31,224,420	\$27,688,880	\$32,325,108	\$34,134,728	\$35,774,728	\$37,489,728
Current Year Cash Added (Used)	\$5,197,397	\$2,182,006	(\$3,535,540)	\$1,100,688	\$1,809,620	\$1,640,000	\$1,715,000

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF FINANCE AND BUSINESS OPERATIONS**

Division: FBO/Comm Ctr & Sr. Svcs.
Fund: Community Center and Senior Services (#262)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Rental Income	11,720	13,256	19,000	27,320	25,000	26,000	27,000
Miscellaneous	1,874	185	730	653	1,880	3,380	3,960
Interest Income	0	0	0	0	0	0	0
Trips/Buses	0	0	11,000	0	11,000	11,000	12,000
Hawkeye Valley	0	170	0	0	0	0	0
General Fund Support	29,622	25,351	40,000	18,770	60,000	60,000	60,000
Total	\$43,216	\$38,963	\$70,730	\$46,743	\$97,880	\$100,380	\$102,960

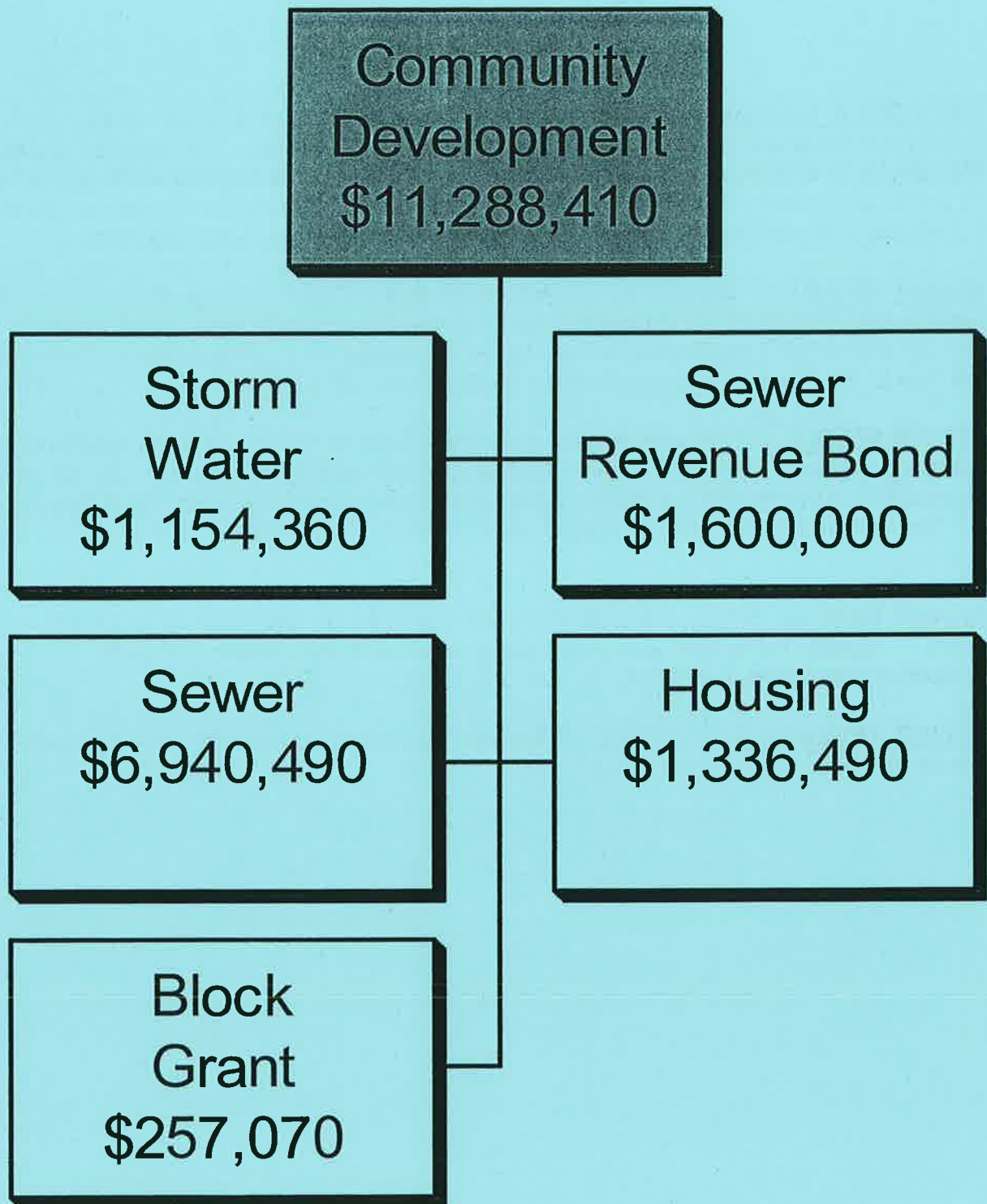
Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	6,795	6,134	16,600	9,644	43,890	45,210	46,570
Commodities	523	170	4,400	2,282	4,400	4,530	4,670
Service & Charges	23,120	21,848	35,100	20,186	34,850	35,900	36,980
Capital Outlay	1,065	0	500	500	500	500	500
Transfers	11,713	10,810	14,130	14,130	14,240	14,240	14,240
Total	\$43,216	\$38,963	\$70,730	\$46,742	\$97,880	\$100,380	\$102,960

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Part Time	0.15	0.15	0.15	0.15	1.40	1.40	1.40
Total	0.15	0.15	0.15	0.15	1.40	1.40	1.40

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

COMMUNITY CENTER & SENIOR SERVICES SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	0	0	0	0	0	0	0
Total Revenues	43,216	38,963	70,730	46,743	97,880	100,380	102,960
Total Expenditures	43,216	38,963	70,730	46,742	97,880	100,380	102,960
Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Year Cash Added (Used)	\$0	\$0	\$0	\$0	\$0	\$0	\$0



**CITY OF CEDAR FALLS
REVENUE SUMMARY BY FUND AND DEPARTMENT
COMMUNITY DEVELOPMENT
FOR FISCAL YEAR 2017 – 2022**

SECTION 8 HOUSING ASSISTANCE –These funds are federal grants that are required to be accounted for in separate special revenue funds. The purpose of Section 8 grants is to ensure adequate housing for everyone. Strict requirements are adhered to in the administration and distribution of these funds. Fluctuations in these revenues result due to fluctuations in the number of eligible participants in the programs.

BLOCK GRANT – Community Development Block Grant (CDBG) funds are federal grant funds that must be accounted for in a special revenue fund. Only projects that comply with CDBG requirements may be programmed for any fiscal year. Fluctuations are due to the number of projects that are eligible for CDBG funding.

STORM WATER – This was a new enterprise fund in FY07. New federal and state mandates related to storm water runoff and water quality forced the City to provide inspection and detection services. New ordinances were created in FY06 to establish the Storm Water Utility. Storm Water rates will increase by 5% each year for the next 4 years.

SEWER RENTAL FUND – Sewer rates will increase by 5% each year for the next 3 years. These increases are necessary due to large sewer projects to ensure compliance with EPA and DNR.

SEWER REVENUE BOND FUND – This fund is used to account for sewer projects that are funded by revenue bond sales.

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF PUBLIC SAFETY SERVICES**

Division: Community & Econ. Dev.
Fund: Housing (#217)
Program: Community & Econ. Dev.

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Housing Vouchers	1,305,752	1,328,726	1,334,610	1,175,291	1,336,490	1,376,580	1,417,870
Program Income	7,754	9,250	0	14,388	0	0	0
Total	\$1,313,506	\$1,337,976	\$1,334,610	\$1,189,680	\$1,336,490	\$1,376,580	\$1,417,870

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	88,192	96,896	91,520	107,605	100,080	103,080	106,170
Commodities	2,971	3,588	3,040	2,189	3,040	3,130	3,220
Service & Charges	1,204,520	1,197,389	1,240,050	1,119,276	1,233,370	1,270,370	1,308,480
Capital Outlay	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Total	\$1,295,683	\$1,297,873	\$1,334,610	\$1,229,070	\$1,336,490	\$1,376,580	\$1,417,870

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	1.60	0.77	0.70	0.70	1.04	1.04	1.04
Part Time	0.50	0.77	0.77	0.77	0.04	0.04	0.04
Total	2.10	1.54	1.47	1.47	1.08	1.08	1.08

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

HOUSING VOUCHERS FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	554,325	572,148	612,251	612,251	572,861	572,861	572,861
Total Revenues	1,313,506	1,337,976	1,334,610	1,189,680	1,336,490	1,376,580	1,417,870
Total Expenditures	1,295,683	1,297,873	1,334,610	1,229,070	1,336,490	1,376,580	1,417,870
Ending Balance	\$572,148	\$612,251	\$612,251	\$572,861	\$572,861	\$572,861	\$572,861
Current Year Cash Added (Used)	\$17,823	\$40,103	\$0	(\$39,390)	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF PUBLIC SAFETY SERVICES**

Division: Community & Econ. Dev.
Fund: Block Grant (#223)
Program: Community & Econ. Dev.

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Block Grants	105,731	120,248	212,580	96,798	257,070	264,790	272,740
Program Income	0	0	0	0	0	0	0
Home Project Reimb.	14,711	12,044	0	612	0	0	0
Total	\$120,442	\$132,292	\$212,580	\$97,409	\$257,070	\$264,790	\$272,740

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	30,293	21,189	36,560	17,491	12,230	12,600	12,980
Commodities	371	396	650	204	650	670	690
Service & Charges	110,474	73,352	175,370	201,252	244,190	251,520	259,070
Capital Outlay	0	0	0	0	0	0	0
Total	\$141,138	\$94,937	\$212,580	\$218,947	\$257,070	\$264,790	\$272,740

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	1.79	0.73	0.45	0.45	0.11	0.11	0.11
Part Time	0.00	0.00	0.00	0.00	0.04	0.04	0.04
Total	1.79	0.73	0.45	0.45	0.15	0.15	0.15

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

BLOCK GRANT FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	104,878	84,182	121,537	121,537	0	0	0
Total Revenues	120,442	132,292	212,580	97,409	257,070	264,790	272,740
Total Expenditures	141,138	94,937	212,580	218,947	257,070	264,790	272,740
Ending Balance	\$84,182	\$121,537	\$121,537	\$0	\$0	\$0	\$0
Current Year Cash Added (Used)	(\$20,696)	\$37,355	\$0	(\$121,537)	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: Engineering/Storm Water
Fund: Storm Water (#555)
Program: Business-Type

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Storm Water Fees	840,530	858,148	840,000	903,274	905,000	950,250	997,760
Permit & Review Fees	23,628	24,806	25,000	34,562	25,000	25,000	25,000
Interest	16,581	18,687	2,000	27,055	2,000	2,000	2,000
Miscellaneous Receipts	108,974	206,498	0	0	0	0	0
Total	\$989,713	\$1,108,138	\$867,000	\$964,892	\$932,000	\$977,250	\$1,024,760

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	292,097	299,342	243,490	346,192	249,170	256,650	264,350
Commodities	16,290	24,140	25,300	49,560	26,300	27,090	27,900
Service & Charges	115,717	139,506	190,520	203,254	145,690	150,060	154,560
Capital Outlay	1,173,189	286,183	579,750	579,750	585,000	1,145,000	240,000
Debt Service	0	0	0	0	119,500	115,500	116,500
Transfers	0	31,200	35,120	35,120	28,700	29,557	30,439
Total	\$1,597,293	\$780,372	\$1,074,180	\$1,213,876	\$1,154,360	\$1,723,857	\$833,749

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	4.20	4.20	3.20	3.20	3.20	3.20	3.20
Part Time	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Total	4.30	4.30	3.30	3.30	3.30	3.30	3.30

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

STORM WATER FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	2,082,524	1,474,944	1,802,710	1,802,710	1,553,726	1,331,366	584,759
Total Revenues	989,713	1,108,138	867,000	964,892	932,000	977,250	1,024,760
Total Expenditures	1,597,293	780,372	1,074,180	1,213,876	1,154,360	1,723,857	833,749
Ending Balance	\$1,474,944	\$1,802,710	\$1,595,530	\$1,553,726	\$1,331,366	\$584,759	\$775,771
Current Year Cash Added (Used)	(\$607,580)	\$327,766	(\$207,180)	(\$248,984)	(\$222,360)	(\$746,607)	\$191,011

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: Sewer Rental
Fund: Sewer Rental (#552)
Program: Business-Type

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Collections	5,446,394	6,006,832	5,735,000	6,373,097	6,500,000	6,825,000	7,166,250
Interest	47,614	85,355	15,000	119,775	15,000	15,000	15,000
Miscellaneous	916,218	727,089	5,000	11,978	5,000	5,000	5,000
Industrial User Fees	23,382	24,207	15,000	29,172	15,000	15,000	15,000
Farm Rental	112,640	105,120	135,000	117,120	115,000	115,000	115,000
Total	\$6,546,248	\$6,948,602	\$5,905,000	\$6,651,142	\$6,650,000	\$6,975,000	\$7,316,250

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,189,480	1,207,205	1,305,590	1,277,742	1,328,000	1,367,840	1,408,880
Commodities	184,101	232,802	240,900	127,865	240,900	248,130	255,570
Service & Charges	946,374	950,367	1,000,460	1,125,054	1,076,080	1,108,360	1,141,610
Capital Outlay	352,999	406,881	525,000	525,000	1,555,000	833,000	485,000
Debt Service	1,244,268	1,673,340	2,703,650	2,703,650	2,618,590	2,593,990	2,563,360
Transfers	1,322,267	1,181,353	116,320	116,320	121,920	125,580	129,350
Total	\$5,239,489	\$5,651,947	\$5,891,920	\$5,875,630	\$6,940,490	\$6,276,900	\$5,983,770

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	14.10	14.10	14.10	14.10	15.10	15.10	15.10
Part Time	3.72	3.72	3.72	3.72	2.27	2.27	2.27
Total	17.82	17.82	17.82	17.82	17.37	17.37	17.37

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

SEWER RENTAL FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	4,547,268	5,854,026	7,150,681	7,150,681	7,926,194	7,635,704	8,333,804
Total Revenues	6,546,248	6,948,602	5,905,000	6,651,142	6,650,000	6,975,000	7,316,250
Total Expenditures	5,239,489	5,651,947	5,891,920	5,875,630	6,940,490	6,276,900	5,983,770
Ending Balance	\$5,854,026	\$7,150,681	\$7,163,761	\$7,926,194	\$7,635,704	\$8,333,804	\$9,666,284
Current Year Cash Added (Used)	\$1,306,759	\$1,296,655	\$13,080	\$775,512	(\$290,490)	\$698,100	\$1,332,480

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Division: Public Works
Fund: Sewer Revenue Bonds
 (544)
Program: Business-Type

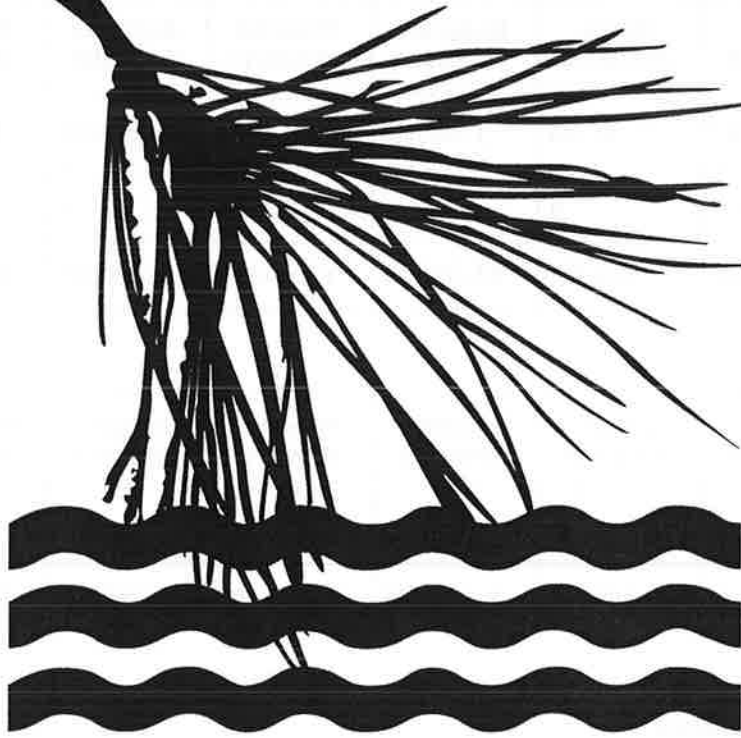
Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Bond Proceeds	7,142,137	34,144	1,220,000	0	1,600,000	8,000,000	0
Interest Income	0	0	0	0	0	0	0
Miscellaneous	350	0	0	3,353,045	0	0	0
Total	\$7,142,487	\$34,144	\$1,220,000	\$3,353,045	\$1,600,000	\$8,000,000	\$0

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	5,517,056	3,909,642	1,220,000	864,199	1,600,000	8,000,000	0
Total	\$5,517,056	\$3,909,642	\$1,220,000	\$864,199	\$1,600,000	\$8,000,000	\$0

SEWER REVENUE BONDS FUND SUMMARY

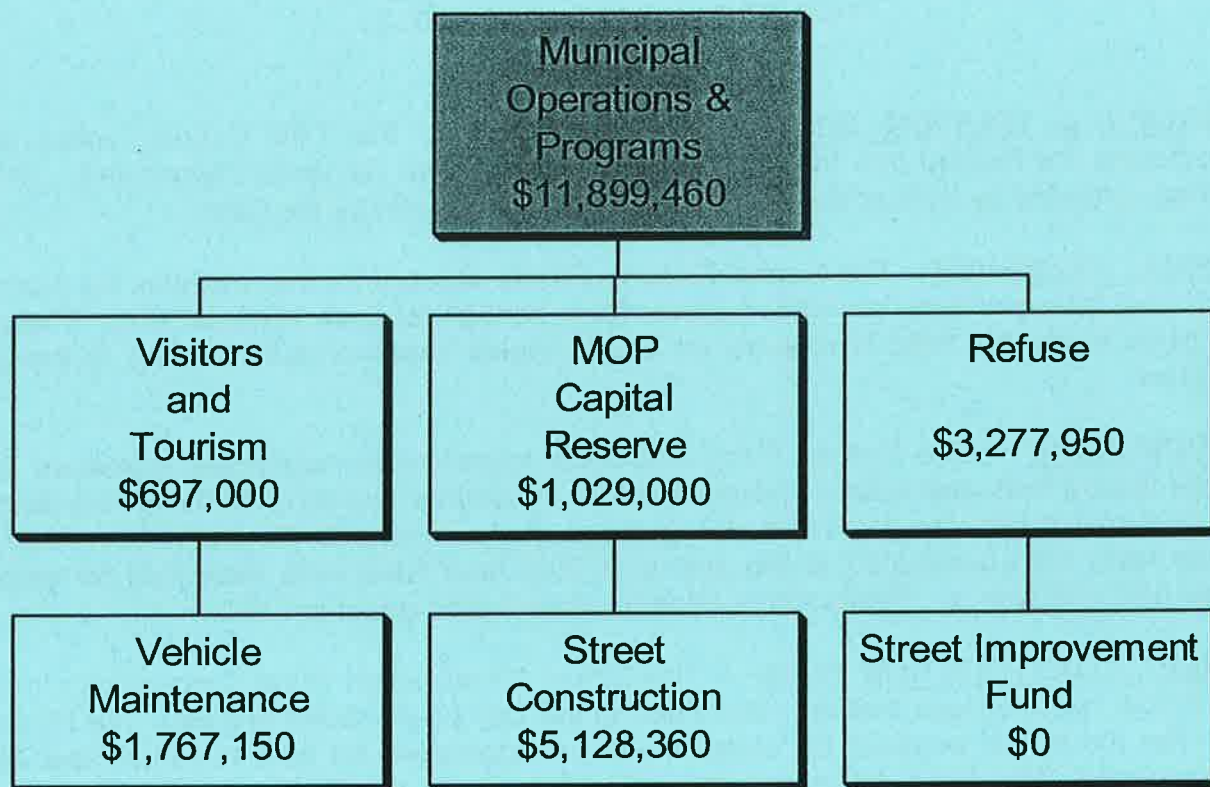
	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	(238,779)	1,386,652	(2,488,846)	(2,488,846)	0	0	0
Total Revenues	7,142,487	34,144	1,220,000	3,353,045	1,600,000	8,000,000	0
Total Expenditures	5,517,056	3,909,642	1,220,000	864,199	1,600,000	8,000,000	0
Ending Balance	\$1,386,652	(\$2,488,846)	(\$2,488,846)	\$0	\$0	\$0	\$0
Current Year Cash Added (Used)	\$1,625,431	(\$3,875,498)	\$0	\$2,488,846	\$0	\$0	\$0

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Iowa



**CITY OF CEDAR FALLS
REVENUE SUMMARY BY FUND AND DEPARTMENT
MUNICIPAL OPERATIONS & PROGRAMS
FOR FISCAL YEAR 2017 – 2022**

VISITORS & TOURISM SERVICES – During FY01, the City Council voted to incorporate the Bureau into the City's Human and Leisure Services Department. The Bureau is funded by 50% of the hotel/motel revenue received by the City.

CAPITAL RESERVES – The Capital Reserve Funds account for the revenues set aside each year from golf fees, recreation center fees, softball fees, and cultural fees. These set aside funds are held in reserve for future capital improvements relating to these activities.

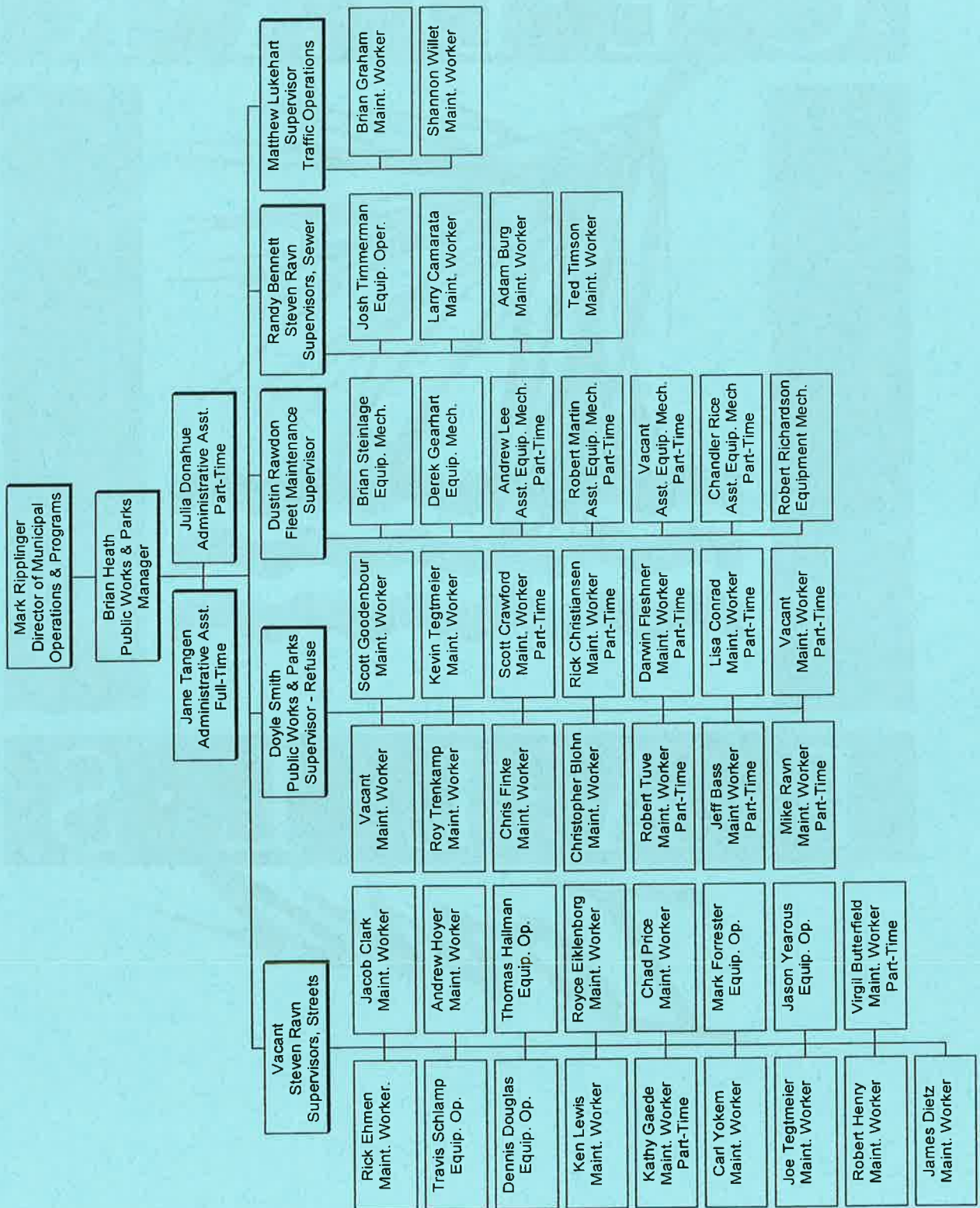
REFUSE FUND – The Refuse Fund has been experiencing significant increases in landfill tipping fees and refuse collection costs, as well as investing curbside recycling and cost saving ideas such as one-man garbage trucks. To cover the increase in costs, refuse rates were evaluated in the spring of 2013 and fees were increased for yard waste and bulk pick up. Rates will need to be reevaluated again in FY20.

STREET CONSTRUCTION FUND – The Street Construction Fund accounts for the Road Use Tax revenues that are distributed to the City by the State of Iowa. The Road Use Tax funds are required by State law to be accounted for in a separate special revenue fund. The State determines the amount each city receives based on a formula that uses the population of the city.

VEHICLE MAINTENANCE FUND – The Vehicle Maintenance Fund maintains and accounts for all vehicles in the City. The Vehicle Maintenance expenditures are allocated to all the departments based on actual maintenance services provided to those departments in the past fiscal year.

STREET IMPROVEMENT FUND – This fund accounts for the \$20 million received from the State of Iowa for the transfer of jurisdiction related to University Avenue. Costs associated with the reconstruction of University Avenue flowed through this fund. As the project is completed, this fund will be closed out.

**City of Cedar Falls
Municipal Operations & Programs Department**



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Iowa

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Visitor & Tourism Svcs
Fund: Visitors & Tourism Services
 (#261)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Interest	7,347	11,416	2,000	14,630	2,000	2,000	2,000
Hotel/Motel Transfer	439,159	434,360	437,500	437,500	437,500	440,000	445,000
Building Reserve Transfer	0	0	21,880	21,800	21,880	22,000	22,250
Tourism Marketing Trans.	79,049	78,185	78,750	78,750	78,750	79,200	80,100
Postage Income	997	4,759	0	830	0	0	0
Media Income	3,359	7,034	0	0	0	0	0
Building Rental Fees	10,428	7,385	5,000	4,770	5,000	5,000	5,000
Gift Shop Receipts	4,890	7,098	5,000	6,686	5,000	5,100	5,200
Special Projects	7,599	3,620	0	0	0	0	0
Brochures & Pub Income	0	3,447	0	0	0	0	0
Miscellaneous	2,065	1,816	6,000	11,752	6,000	6,000	6,000
Total	\$554,893	\$559,119	\$556,130	\$576,718	\$556,130	\$559,300	\$565,550

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	196,268	219,732	244,350	238,411	286,130	294,710	303,550
Commodities	94,543	105,488	105,570	103,104	128,800	132,660	136,640
Service & Charges	142,055	162,582	216,170	211,108	226,390	233,180	240,180
Capital Outlay	29,855	43,529	229,930	229,930	51,080	105,000	130,000
Transfers	7,304	5,715	4,600	4,600	4,600	4,500	4,500
Total	\$470,025	\$537,046	\$800,620	\$787,153	\$697,000	\$770,050	\$814,870

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	1.00	1.00	1.00	1.00	2.00	2.00	2.00
Part Time	2.20	2.28	2.91	2.91	2.91	2.91	2.91
Total	3.20	3.28	3.91	3.91	4.91	4.91	4.91

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

TOURISM AND VISITORS SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	851,092	935,960	958,033	958,033	747,599	606,729	395,979
Total Revenues	554,893	559,119	556,130	576,718	556,130	559,300	565,550
Total Expenditures	470,025	537,046	800,620	787,153	697,000	770,050	814,870
Ending Balance	\$935,960	\$958,033	\$713,543	\$747,599	\$606,729	\$395,979	\$146,659
Current Year Cash Added (Used)	\$84,868	\$22,073	(\$244,490)	(\$210,434)	(\$140,870)	(\$210,750)	(\$249,320)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Capital Reserves
Fund: Capital Reserves
 (294-298 & 472)
Program: Culture & Recreation

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Cultural Fees	51,409	93,030	41,300	4,520	10,000	35,900	0
Golf Fees	10,189	114,828	0	24,000	176,000	0	85,000
Rec. Center Fees	338,759	294,757	40,000	132,853	828,000	756,500	47,000
Softball Fees	12,136	15,923	75,000	7,902	15,000	75,000	0
Interest Income	20,194	29,432	0	41,101	0	0	0
Transfer	25,036	0	0	0	0	0	0
Total	\$457,723	\$547,969	\$156,300	\$210,376	\$1,029,000	\$867,400	\$132,000

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Capital Outlay	90,581	522,813	156,300	172,910	1,029,000	867,400	132,000
Service Charge	14,623	24,290	0	0	0	0	0
Total	\$105,204	\$547,103	\$156,300	\$172,910	\$1,029,000	\$867,400	\$132,000

CAPITAL RESERVES FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	2,355,587	2,708,105	2,708,971	2,708,971	2,746,437	2,746,437	2,746,437
Total Revenues	457,723	547,969	156,300	210,376	1,029,000	867,400	132,000
Total Expenditures	105,204	547,103	156,300	172,910	1,029,000	867,400	132,000
Ending Balance	\$2,708,105	\$2,708,971	\$2,708,971	\$2,746,437	\$2,746,437	\$2,746,437	\$2,746,437
Current Year Cash Added (Used)	\$352,519	\$866	\$0	\$37,466	\$0	\$0	\$0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: Refuse
Fund: Refuse (#551)
Program: Business-Type

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Collections	2,389,377	2,398,729	2,400,000	2,556,135	2,500,000	2,500,000	2,500,000
Interest	32,130	53,040	10,000	73,290	20,000	20,000	20,000
Miscellaneous	38,237	43,506	20,000	100,000	20,000	20,000	20,000
Sewer Rental Fund Transfer	122,140	0	0	0	0	0	0
Street Construction Fund Xfer	122,140	190,400	198,420	198,420	203,160	209,252	215,528
Transfer Station Fees	231,307	322,596	260,000	262,325	260,000	260,000	270,000
Yard Waste Fees	2,624	1,824	2,000	2,505	2,000	2,000	2,000
Bag Tags	553	265	0	33	0	0	0
Recycling	261,532	261,764	200,000	265,582	200,000	200,000	200,000
Total	\$3,200,040	\$3,272,125	\$3,090,420	\$3,458,290	\$3,205,160	\$3,211,252	\$3,227,528

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,113,390	1,176,117	1,266,730	1,187,491	1,251,890	1,289,450	1,328,130
Commodities	91,908	71,673	102,940	128,161	105,940	109,120	112,390
Service & Charges	1,104,528	1,195,407	1,256,760	1,310,861	1,228,410	1,265,260	1,303,220
Capital Outlay	236,808	108,670	270,000	270,000	545,000	206,670	515,000
Debt Service	0	0	0	0	0	0	0
Transfers	122,402	117,163	137,880	137,880	146,710	151,110	155,640
Total	\$2,669,036	\$2,669,030	\$3,034,310	\$3,034,393	\$3,277,950	\$3,021,610	\$3,414,380

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	12.40	10.83	10.83	10.83	9.50	9.50	9.50
Part Time	7.70	6.91	6.91	6.91	6.91	6.91	6.91
Total	20.10	17.74	17.74	17.74	16.41	16.41	16.41

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

REFUSE FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	3,600,093	4,131,097	4,734,192	4,734,192	5,158,090	5,085,299	5,274,941
Total Revenues	3,200,040	3,272,125	3,090,420	3,458,290	3,205,160	3,211,252	3,227,528
Total Expenditures	2,669,036	2,669,030	3,034,310	3,034,393	3,277,950	3,021,610	3,414,380
Ending Balance	\$4,131,097	\$4,734,192	\$4,790,302	\$5,158,090	\$5,085,299	\$5,274,941	\$5,088,089
Current Year Cash Added (Used)	\$531,004	\$603,095	\$56,110	\$423,897	(\$72,790)	\$189,642	(\$186,852)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: Street Construction
Fund: Street Construction (#206)
Program: Public Works

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Road Use Tax	4,874,253	5,009,572	4,770,090	4,750,400	4,770,090	4,809,350	4,828,980
West 1st	0	0	0	0	0	0	0
Miscellaneous	11,157	102,639	10,000	96,157	10,000	10,000	10,000
Total	\$4,885,410	\$5,112,211	\$4,780,090	\$4,846,557	\$4,780,090	\$4,819,350	\$4,838,980

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	1,561,056	1,594,314	1,718,010	1,536,359	1,778,160	1,831,500	1,886,450
Commodities	375,574	458,363	579,190	630,207	619,190	637,770	656,900
Service & Charges	761,714	728,530	783,490	854,943	898,680	925,640	953,410
Capital Outlay	1,073,760	1,245,926	1,736,100	1,736,100	1,454,700	1,823,160	1,864,000
Debt Service	0	0	0	0	0	0	0
Transfers	265,172	337,783	358,300	358,300	377,630	388,960	400,627
Total	\$4,037,276	\$4,364,916	\$5,175,090	\$5,115,909	\$5,128,360	\$5,607,030	\$5,761,387

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	18.34	19.00	19.00	19.00	20.50	20.50	20.50
Part Time	3.72	5.10	5.10	5.10	4.15	4.15	4.15
Total	22.06	24.10	24.10	24.10	24.65	24.65	24.65

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

STREET CONSTRUCTION FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	6,289,872	7,138,006	7,885,301	7,885,301	7,615,949	7,267,679	6,479,999
Total Revenues	4,885,410	5,112,211	4,780,090	4,846,557	4,780,090	4,819,350	4,838,980
Total Expenditures	4,037,276	4,364,916	5,175,090	5,115,909	5,128,360	5,607,030	5,761,387
Ending Balance	7,138,006	7,885,301	7,490,301	7,615,949	7,267,679	6,479,999	5,557,592
Current Year Cash Added (Used)	848,134	747,295	(395,000)	(269,351)	(348,270)	(787,680)	(922,407)

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: Street Improvement
Fund: Street Improvement (#408)
Program: Capital Projects

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Federal/State Funding	652,277	1,070,298	0	1,083,000	0	0	0
Miscellaneous	0	0	0	3,051,234	0	0	0
Interest	62,244	3,744	0	0	0	0	0
Total	\$714,521	\$1,074,042	\$0	\$4,134,234	\$0	\$0	\$0

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	0	0	0	0	0	0	0
Commodities	0	0	0	0	0	0	0
Service & Charges	0	0	0	0	0	0	0
Capital Outlay	9,394,064	6,150,273	0	1,090,078	0	0	0
Debt Service	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Total	\$9,394,064	\$6,150,273	\$0	\$1,090,078	\$0	\$0	\$0

STREET IMPROVEMENT FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	10,711,618	2,032,075	(3,044,156)	(3,044,156)	(0)	(0)	(0)
Total Revenues	714,521	1,074,042	0	4,134,234	0	0	0
Total Expenditures	9,394,064	6,150,273	0	1,090,078	0	0	0
Ending Balance	2,032,075	(3,044,156)	(3,044,156)	(0)	(0)	(0)	(0)
Current Year Cash Added (Used)	(8,679,543)	(5,076,231)	0	3,044,157	0	0	0

**CITY OF CEDAR FALLS
FY2020 BUDGET
DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS**

Division: MOP/Vehicle Maintenance
Fund: Vehicle Maintenance (#685)
Program: Internal Service

Revenue	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Rental Fees	1,732,920	1,794,490	1,717,910	1,757,840	1,732,150	1,775,180	1,811,420
Interest	16,941	28,593	5,000	39,421	5,000	5,000	5,000
Miscellaneous	95,192	68,708	30,000	65,078	30,000	30,000	30,000
Total	\$1,845,053	\$1,891,791	\$1,752,910	\$1,862,340	\$1,767,150	\$1,810,180	\$1,846,420

Expenditures	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Personal Services	389,791	393,601	466,090	380,538	471,460	485,600	500,170
Commodities	765,168	876,015	928,470	856,296	928,470	956,320	985,010
Service & Charges	276,644	276,864	303,350	349,622	312,220	321,590	331,240
Capital Outlay	0	0	55,000	55,000	55,000	46,670	30,000
Transfers	0	0	0	0	0	0	0
Total	\$1,431,603	\$1,546,479	\$1,752,910	\$1,641,456	\$1,767,150	\$1,810,180	\$1,846,420

Auth. Positions	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Positions:							
Full Time	5.00	4.00	4.00	4.00	4.00	4.00	4.00
Part Time	2.90	3.35	3.38	3.38	3.38	3.38	3.38
Total	7.90	7.35	7.38	7.38	7.38	7.38	7.38

NOTE: Data relative to full time employees is in full time equivalents (FTE) and not actual positions available.

VEHICLE MAINTENANCE FUND SUMMARY

	Actual 2016/2017	Actual 2017/2018	Budgeted 2018/2019	Projected 2018/2019	Budgeted 2019/2020	Proposed 2020/2021	Proposed 2021/2022
Beginning Balance	2,023,875	2,437,325	2,782,637	2,782,637	3,003,521	3,003,521	3,003,521
Total Revenues	1,845,053	1,891,791	1,752,910	1,862,340	1,767,150	1,810,180	1,846,420
Total Expenditures	1,431,603	1,546,479	1,752,910	1,641,456	1,767,150	1,810,180	1,846,420
Ending Balance	\$2,437,325	\$2,782,637	\$2,782,637	\$3,003,521	\$3,003,521	\$3,003,521	\$3,003,521
Current Year Cash Added (Used)	\$413,450	\$345,312	\$0	\$220,884	\$0	\$0	\$0

Long-Term Debt

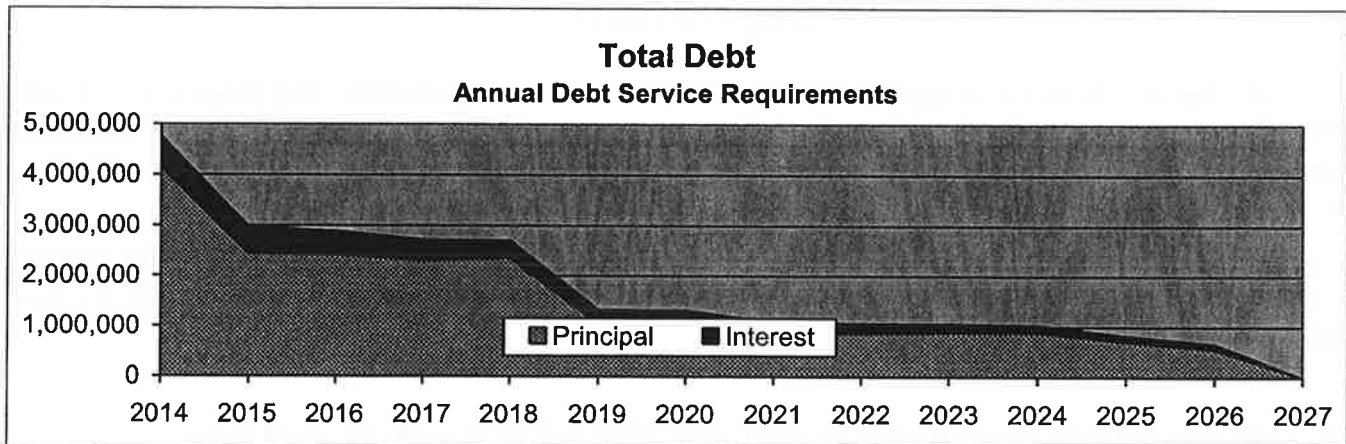
The Debt Service Fund is a legally required fund. The fund administers the payments for all of the City's general obligation debt, including payments on Tax Increment Financing bonds. Revenue bonds are administered in the enterprise fund that is securing the debt. Currently the Sewer fund is the only enterprise fund with debt outstanding.

The debt service property tax levy finances the bond and interest payments that are not being secured from other revenue sources. The levy rate for debt service for FY20 is \$0.43 compared to \$0.26 for FY19.

The total debt service requirements for debt currently held by the city are as follows:

Year Ending	Tax Increment Financing Bonds	General Obligation Notes/Bonds	Total Interest	Total
2020	160,000	1,555,000	443,253	2,158,253
2021	165,000	1,375,000	388,673	1,928,673
2022	170,000	1,410,000	339,415	1,919,415
2023	180,000	1,455,000	288,680	1,923,680
2024	185,000	1,510,000	235,430	1,930,430
2025	--	1,560,000	179,750	1,739,750
2026	--	1,610,000	129,200	1,739,200
2027	--	1,360,000	83,500	1,443,500
2028	--	1,390,000	42,200	1,432,200
2029	--	--	--	--
2030	--	--	--	--
2031	--	--	--	--
	<u>\$ 860,000</u>	<u>\$ 13,225,000</u>	<u>\$ 2,130,100</u>	<u>\$ 16,215,100</u>

Table does not include the debt service to finance the sewer & water treatment facility upgrades through the State Revolving Fund and internal financing. The table also does not include the debt service on bonds expected to be sold in calendar year 2020.



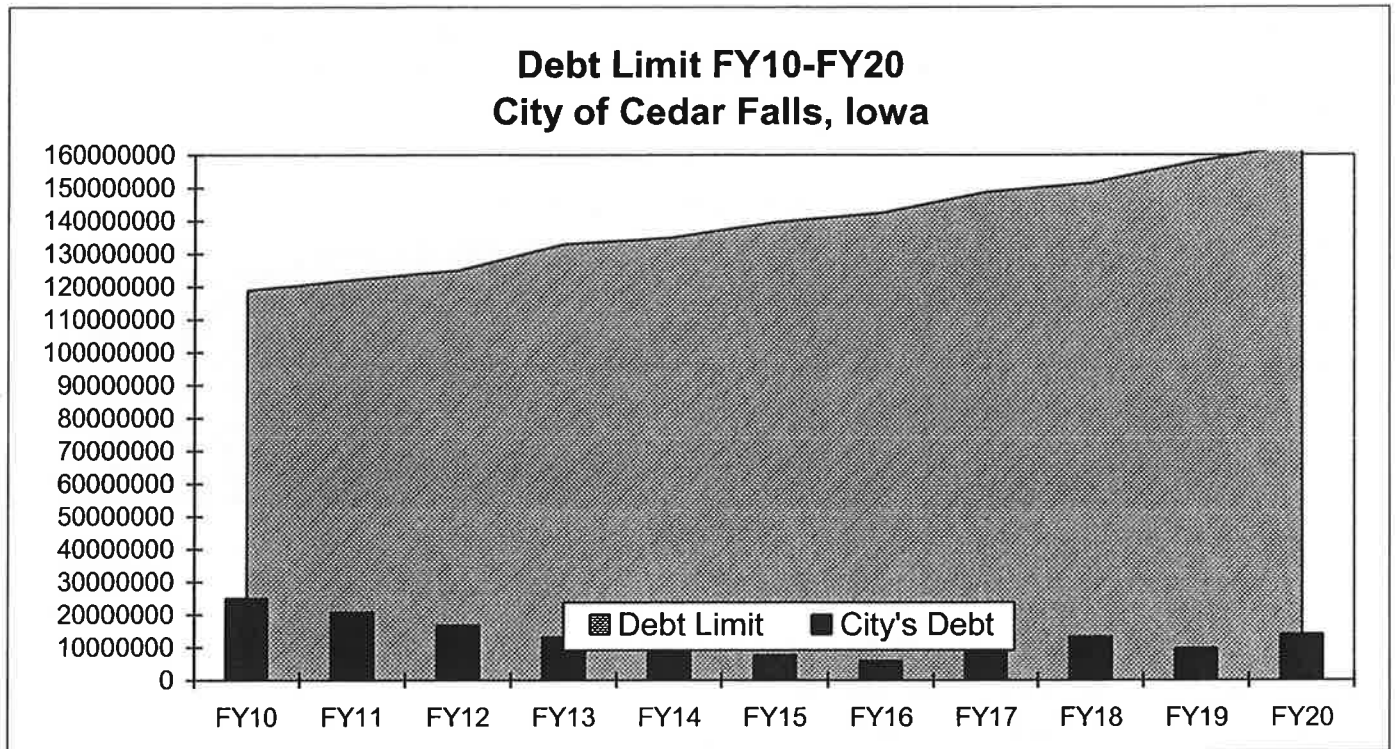
The City of Cedar Falls was upgraded to a Aa1 rating from Moody's Investor Services for all general obligation issuances. This was a result of Moody's recalibrating their U.S. municipal rating scale.

In 2018, the City issued \$5,940,000 in General Obligation Bonds. \$2,860,000 of the proceeds were for various capital projects, including Greenhill Road extension, Center Street Trail, and a new fire truck. These proceeds will be repaid through the debt service levy. The remaining \$3,080,000 in proceeds were for sewer and storm water projects. These proceeds will be repaid by sewer and storm water revenues. The City maintained its Aa1 rating from Moody's.

Impact on Property Taxes

During calendar year 2020, the City may sell approximately \$3,263,000 in General Obligation Bonds. These proceeds will be used for various citywide projects, including Main Street Reconstruction, Cedar Heights Drive Reconstruction, Riverbank improvements, and South Main Intersection improvements.

During calendar year 2020, the city may sell revenue bonds to finance the Plant Digester Rehab project.



Year	Debt Limit	City's Debt
FY10	118,846,750	25,005,000
FY11	122,094,381	20,770,000
FY12	125,016,901	16,660,000
FY13	132,967,751	13,205,000
FY14	134,876,517	9,640,000
FY15	139,586,122	7,770,000
FY16	142,421,126	5,920,000
FY17	149,224,259	13,270,000
FY18	151,911,983	9,740,000
FY19	157,935,441	15,680,000
FY20	163,006,221	14,085,000 *

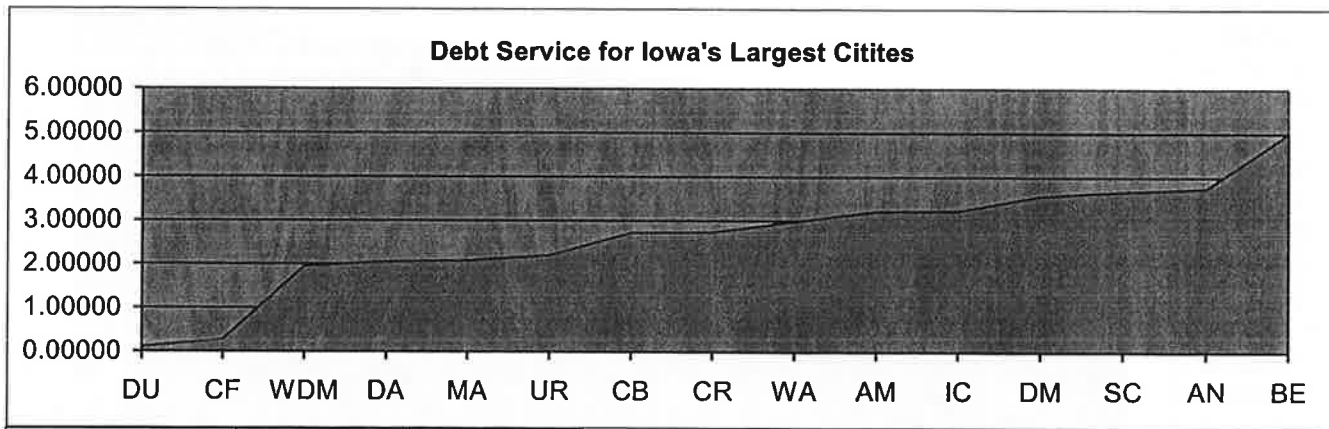
* estimate

Debt Service Levy

The City of Cedar Falls' debt levy is very low compared to similar sized cities in Iowa. This is caused by two reasons:

1. The City of Cedar Falls tries to maintain its outstanding debt relatively stable by only issuing replacement debt.
2. The City currently pays some of its debt service out of the \$8.10 levy, while maximizing the trust and agency levy.

By maintaining the debt service rate at low levels, taxpayers avoid fluctuations year to year from debt service. The City utilizes its Capital Improvements Program to project how projects will affect the debt service levy over the next 3-5 years.



City	FY19 Debt Service	2010 Population
Dubuque	0.10008	57,637
Cedar Falls	0.26483	39,260
W. Des Moines	1.95000	56,609
Davenport	2.05000	99,685
Marion	2.08103	34,768
Urbandale	2.20000	39,463
Council Bluffs	2.72009	62,230
Cedar Rapids	2.73605	126,326
Waterloo	2.98828	68,406
Ames	3.21813	58,965
Iowa City	3.22846	67,862
Des Moines	3.57000	203,433
Sioux City	3.67148	82,684
Ankeny	3.75000	45,582
Bettendorf	5.00000	33,217
Average:	2.63522	

Cedar Falls' debt service levy is approximately \$2.37 below the average of the State's fifteen largest cities.

Debt Limitation

The debt limit for Iowa cities is 5% of the actual value of taxable property within the City. Debt subject to the debt limit includes general obligation debt, bond anticipation notes, and revenue bonds issued pursuant to Iowa Code Chapter 403 (tax increment). Revenue and special assessment bonds, except for bonds issued pursuant to Iowa Code Chapter 403, are not subject to the City's debt limit. The City's debt limit for the fiscal year 2020 is based upon actual property valuation at January 1, 2018.

The Constitution of the State of Iowa, Article XI, Section 3, provides as follows:

"Indebtedness of political or municipal corporations. No county, or other political or municipal corporation shall be allowed to become indebted in any manner, or for any purpose, to an amount, in the aggregate, exceeding five per centum on the value of taxable property within such county or corporation to be ascertained by the last State or County tax lists, previous to the incurring of such indebtedness."

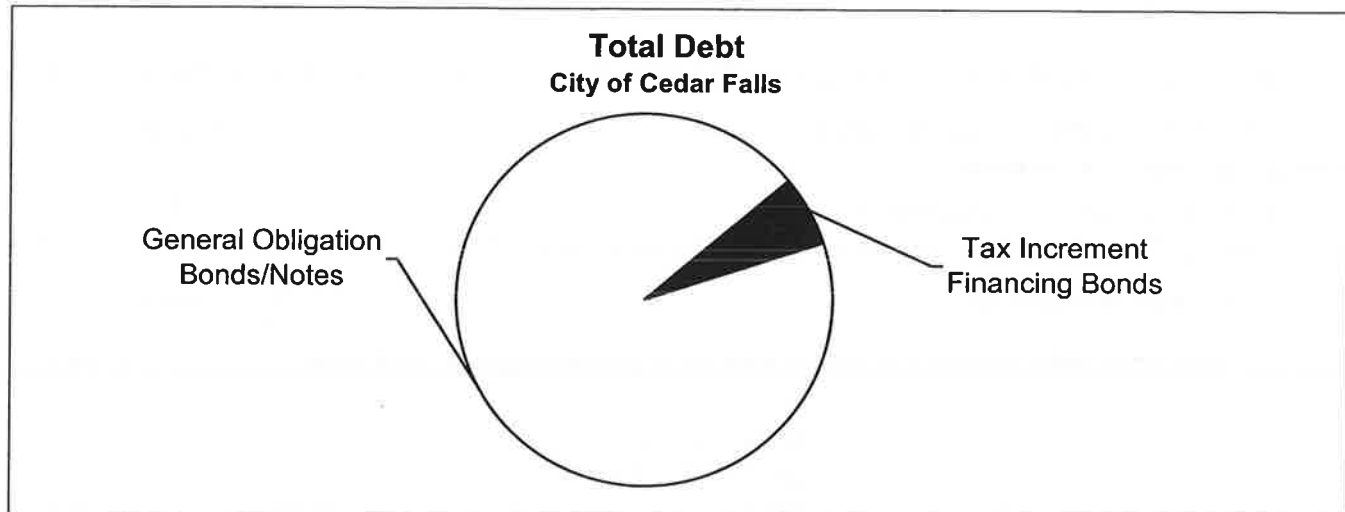
The outstanding obligation debt of the City does not exceed its legal debt margin computed as follows:

Estimated actual valuation of taxable property within the City - Jan 1, 2018	<u>\$ 3,260,124,420</u>
Debt limit - 5% of total actual valuation	\$ 163,006,221
Debt applicable to debt limit:	
General Obligation Bonds/Notes	14,085,000
General Obligation Bonds/Notes - CFU Communication Bonds	<u>0</u>
Legal Debt Margin	<u>\$ 148,921,221</u>
Total net debt applicable to the limit as a percentage of debt limit	8.64%

		Debt History				
		Legal Debt Margin				
		2015	2016	2017	2018	2019
Debt Limit		\$ 139,586,122	\$ 142,421,126	\$ 149,224,259	\$ 151,911,983	\$ 157,935,441
Total net debt applicable to limit		<u>7,770,000</u>	<u>5,920,000</u>	<u>13,270,000</u>	<u>9,740,000</u>	<u>15,680,000</u>
Legal debt margin		<u>\$ 131,816,122</u>	<u>\$ 136,501,126</u>	<u>\$ 135,954,259</u>	<u>\$ 142,171,983</u>	<u>\$ 142,255,441</u>
Total net debt applicable to the limit as a percentage of Debt Limit		5.57%	4.16%	8.89%	6.41%	9.93%

**Principal Annual Maturities
As of January 1, 2020**

Year	Tax Increment Financing Bonds	General Obligation Notes/Bonds
2020	160,000	1,555,000
2021	165,000	1,375,000
2022	170,000	1,410,000
2023	180,000	1,455,000
2024	185,000	1,510,000
2025-2028	0	5,920,000
Total	860,000	13,225,000



Annual Service Requirements

The annual debt service requirements to service the outstanding indebtedness of the City's are as follows:

Year	Tax Increment Financing Bonds	General Obligation Notes/Bonds
2020	191,033	1,967,220
2021	190,673	1,738,000
2022	189,815	1,729,600
2023	193,780	1,729,900
2024	192,030	1,738,400
2025-2028	0	6,354,650
Total	957,331	15,257,770

**City of Cedar Falls
Outstanding Bond Report
As of January 1, 2020**

Bonded Debt Description	Maturity Date	General Obligation Bonds/Notes	Utility Bonds	Revenue Bonds
Capital Loan Notes	06/01/24	1,080,000		
Capital Loan Notes	06/01/26	1,925,000		
Capital Loan Notes - Sewer	06/01/28	5,555,000		
2012 Sewer Internal Financing*	06/01/35	11,530,000		
General Obligation Bonds	06/01/28	2,660,000		
GO Bonds - Sewer	06/01/28	2,010,000		
GO Bonds - Stormwater	06/01/28	855,000		
SRF	06/01/33			5,346,000
Total		\$25,615,000	\$0	\$5,346,000

*This represents the amounts the health trust fund and capital project fund have loaned to the sewer fund.

City of Cedar Falls

Debt Service for FY20

Bonds Due 06/30/20	Principal	Interest	Total
2009A Capital Loan Notes	220,000	7,370	227,370
2009A Capital Loan Notes - TIF	160,000	31,030	191,030
Sewer SRF Loan	308,000	173,750	481,750
2016 GO Bonds	260,000	38,500	298,500
2018 GO Bonds	240,000	122,850	362,850
2018 Sewer Bonds	185,000	92,900	277,900
2018 Stormwater Bonds	80,000	39,500	119,500
2016 Sewer Bonds	570,000	111,100	681,100
	\$ 2,023,000	\$ 617,000	\$ 2,640,000

If bonds are sold after the FY20 budget certification date, debt service in FY20 on those bonds are budgeted out of the general fund for FY20.

FINANCIAL POLICIES FOR THE CAPITAL IMPROVEMENTS PROGRAM

CAPITAL EXPENDITURES

1. DEFINITION:

- A. Capital Improvements - Capital items of a relatively permanent nature, such as buildings, and other attachments or improvements to land which are intended to remain so attached such as storm drains, sewers and streets.

Capital improvements have four characteristics:

- (1) They are permanent in nature.
- (2) They are relatively expensive.
- (3) They usually don't recur annually.
- (4) They result in fixed assets.

- B. Capital Expenditures - Those expenditures for public improvements and their preliminary studies and the acquisitions of property or equipment for new public improvements. Capital expenditures are expenditures for capital improvements and shall be financed under the provisions of this fiscal policy and planned in terms of the five-year Capital Improvements Program. Excluded from capital expenditures are operating expenditures; those annual expenditures which are necessary to the maintenance of the city, the rendering of services, and providing for normal operation.

2. PROJECT ANALYSIS:

Capital improvement projects for the five-year period shall be analyzed for the following:

- A. Compatibility with the Comprehensive Plan.
- B. Revenue Source - A clear distinction shall be made between tax-supported and self-supported bonds (G.O. versus revenue bonds). All projects supported by revenue bonds must demonstrate ability to develop sufficient incomes to repay their costs and costs associated with financing. In addition, proposed revenue sources shall be analyzed in terms of whether the revenue can be used for the proposed project and the probability that the revenue will be available.
- C. Compatibility with the City Council's goals.

3. MAXIMUM LIMITATIONS ON GENERAL OBLIGATION BONDS:

The following two maximum limitations shall apply to general obligation bonds:

- A. Debt Limit:

Debt incurred as a general obligation of the City of Cedar Falls shall not exceed constitutional or statutory limits: presently 5% of the market value of the taxable

property within the corporate limits as established by the County Assessor. (State law requirements.)

B. Borrowing Reserve:

A minimum of 25% borrowing reserve, or debt margin, shall be maintained to meet emergencies, and if so used, the bond shall be retired as soon as reasonably possible in accordance with the provisions of this fiscal policy.

4. CEILING ON DEBT SERVICE:

- A. Debt service charges payable from the general tax levy shall not exceed 25% of that levy in any one fiscal year.
- B. Maintain debt service payments to no more than \$3.00 per \$1,000 of assessed valuation unless the rollback shift increases the rate.

5. FINANCING:

As a general rule, financing of capital improvements shall meet the following guidelines:

- A. General property tax and operating revenues, to the extent available, shall be used for capital project financing.
- B. When general property tax and operating revenues are not available under the maximum tax rates permitted by law or deemed advisable by the Council, financing of capital projects and replacements may be accomplished by the use of bonds.
- C. Every effort shall be made to seek out state or federal grants or assistance to offset a portion of the cost of capital projects.
- D. Maintenance of level of tax rates devoted to debt service.
- E. Maintenance of minimum operating reserves.
- F. Maintenance of a balance between debt service and current operating expenditures.
- G. Reduction in use of debt capacity following Interstate Substitution project construction.
- H. Maximizing intergovernmental grants-in-aid to offset local costs without incurring undue ongoing operating cost impacts.
- I. Issue new G.O. bonds at no more than replacement debt levels.
- J. Minimize property tax impacts on properties by limiting and balancing debt repayment schedules.
- K. Calculate financial impacts utilizing conservative growth assumptions.

PROPERTY TAX AND DEBT LIMIT EFFECTS

The City Council and the Planning & Zoning Commission were presented a 5-year Capital Improvement Schedule (CIP) in January. Two of the larger projects on the schedule that are funded with GO funding are the Main Street Reconstruction and Greenhill Road and South Main Street intersection. The GO funding for these projects are estimated at \$3.6 million. The Greenhill Road intersection project is scheduled for FY20-FY22 and the Main Street project is scheduled for FY21-FY23. Historically, the City issues general obligation on a biennial basis. The City does coordinate with Cedar Falls Utilities, who then issues debt on the off year. Therefore, any General Obligation (GO) bond revenue source prior to 2020 has already been sold and those projects are funded. Any GO revenue source of 2020 or after, the bonds have not been sold yet. Therefore, the funding for these projects is only preliminary at this stage.

In addition to General Obligation (GO) funding, the City also looks at revenue bond sales (SRB) or the State Revolving Fund to fund projects in the sewer fund. These financing sources do not count against the City's debt limit, however, do have to meet certain coverage and reserve requirements as it relates to getting a bond rating from Moody's or a revolving loan from the state. This is critical in determining how much the City can sell for these projects. To obtain the reserve and coverage requirements, the City implemented sewer rate increases of 5% per year for the next 3 years.

Unfortunately, the sewer fund already funded \$17 million in upgrades to the treatment facility and there are major sewer projects on the horizon. These projects include \$42 million for Nutrient Removal Upgrade and \$9.6 million for Plant Digester Rehabilitation. At this time, the City is unsure what the EPA requirements will be and how much all the upgrades will cost. However, when analyzing the sewer rates, the City did keep in mind that additional major projects may be coming down the road in the short term and may need to look at additional sewer rate increases.

As mentioned above, there are over 40 funding sources on the CIP schedule. These may include refuse funds, local option sales tax, federal/state grant revenues, road use taxes, storm water funds, TIF funding, and private funding sources. These sources are also balanced to ensure that revenue projections for these funds are consistent with the anticipated expenditures and if needed have enough cash reserves if projects will need to be cash flowed.

The CIP is an essential first step in the overall budget process and cash management program. It allows the City Council to prioritize the projects that maintain the critical functions of the City, including wastewater treatment, street maintenance, and flood protection.

12/27/18

**FY19-24 CIP
Revenue Change Projections**

			Projected Revenue Change	
Fiscal Year	Committed Debt Service	Payment Include FY19- 24 CIP	Amount	Percent
19	837,986	837,986	(526,604)	-2.69%
20	888,720	888,720	72,560	0.35%
21	664,150	990,222	101,502	0.49%
22	661,100	1,025,963	35,741	0.17%
23	662,450	1,362,384	336,421	1.62%
24	662,950	1,404,368	41,984	0.20%
25	662,600	1,752,231	347,863	1.64%

1. Proposed issuance of \$3,263,000 in FY20, \$3,264,000 in FY22, \$3,315,000 in FY24.

Each bond sale is assumed to be for ten years at a 3.0 percent interest rate.
The interest on the bond sales during the issue year is assumed to be capitalized out of the bond sale amounts.

2. The percentage change is based on the previous year's total property tax askings.
There is no taxable growth factored in.

12/27/18

**FY19-24 CIP
Revenue Change Projections**

Fiscal Year	Percent Change	Change in City Tax Rate	Projected City Tax Rate (Per \$1,000)	City Taxes Paid on a \$100,000 Home
19	-2.69%	-0.2992	\$11.22	\$624.07
20	0.35%	0.0395	\$11.26	\$626.27
21	0.49%	0.0552	\$11.31	\$629.34
22	0.17%	0.0195	\$11.33	\$630.42
23	1.62%	0.1831	\$11.52	\$640.61
24	0.20%	0.0228	\$11.54	\$641.88
25	1.64%	0.1893	\$11.73	\$652.41

1. The percentage change is based on the previous year's total property tax askings. There is no taxable growth factored in.
2. The cumulative effect of the revenue changes needed to finance the FY19-24 CIP is a 1.75% percent increase or \$76.49 more in property taxes paid on an existing \$100,000 home from FY19-FY24.

FY19 - 24 CIP
Debt Limit Projections - All G.O. Debt
(Assumes \$0 in Taxable Value Growth)

Fiscal Year (Start)	Current Principal Outstanding	Proposed Net Debt Incurred	New Principal Outstanding	Percent of Current Debt Limit	Projected Debt Limit	Percent of Projected Debt Limit
18	18,150,000	-	18,150,000	11.50%	151,911,983	11.95%
19	15,680,000	-	15,680,000	9.94%	151,911,983	10.32%
20	14,085,000	3,263,000	17,348,000	10.99%	151,911,983	11.42%
21	12,370,000	3,034,818	15,404,818	9.76%	151,911,983	10.14%
22	10,830,000	6,025,000	16,855,000	10.68%	151,911,983	11.10%
23	9,250,000	5,505,816	14,755,816	9.35%	151,911,983	9.71%
24	7,615,000	8,244,573	15,859,573	10.05%	151,911,983	10.44%

FY19 - 24 CIP
Debt Limit Projections
All G.O. Debt Less Direct Revenue Supported Debt

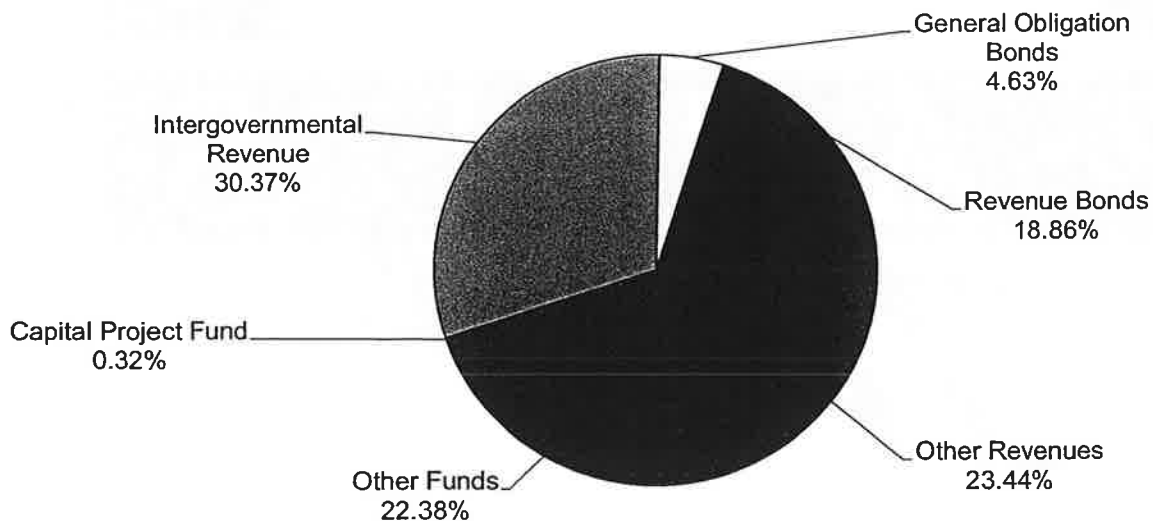
Fiscal Year (Start)	Current Principal Outstanding	Proposed Net Debt Incurred	New Principal Outstanding	Percent of Current Debt Limit	Projected Debt Limit	Percent of Projected Debt Limit
18	6,745,000	-	6,745,000	4.27%	151,911,983	4.44%
19	5,470,000	-	5,470,000	3.47%	151,911,983	3.60%
20	4,805,000	3,263,000	8,068,000	5.11%	151,911,983	5.31%
21	4,085,000	3,034,818	7,119,818	4.51%	151,911,983	4.69%
22	3,565,000	6,025,000	9,590,000	6.08%	151,911,983	6.31%
23	3,030,000	5,505,816	8,535,816	5.41%	151,911,983	5.62%
24	2,475,000	8,244,573	10,719,573	6.79%	151,911,983	7.06%

**FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM SUMMARY
CITY OF CEDAR FALLS**

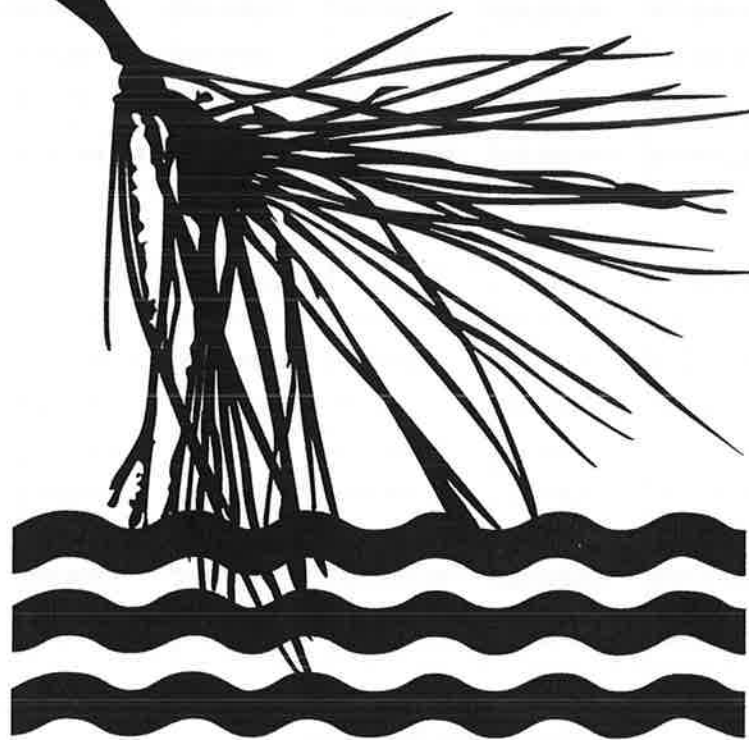
EXPENDITURES	FY19	FY20	FY21	FY22	FY23	FY24	TOTAL
Finance & Business Operations	\$1,639,000	\$2,540,325	\$1,188,075	\$1,239,075	\$1,012,075	\$1,282,575	\$8,901,125
Community Development	91,693,556	40,578,463	42,325,970	21,651,000	8,793,000	57,615,000	\$262,656,989
Municipal Operations & Programs	1,494,400	2,419,000	2,687,400	1,677,000	745,000	615,000	\$9,637,800
Public Safety Services	568,000	151,750	49,750	45,750	62,500	549,000	\$1,426,750
TOTAL	\$95,394,956	\$45,689,538	\$46,251,195	\$24,612,825	\$10,612,575	\$60,061,575	\$282,622,664

FUNDING SOURCES	FY19	FY20	FY21	FY22	FY23	FY24	TOTAL
Other Funds	\$35,616,864	\$7,117,937	\$6,514,159	\$5,985,075	\$3,805,575	\$4,219,575	\$63,259,185
Capital Project Fund	135,000	135,000	135,000	225,000	135,000	135,000	\$900,000
Intergovernmental Revenue	29,164,453	20,588,753	14,572,790	9,292,150	4,203,000	7,997,000	\$85,818,146
General Obligation Bonds	3,344,712	1,383,000	2,028,000	2,326,000	750,000	3,255,000	\$13,086,712
Revenue Bonds	1,700,000	1,600,000	8,000,000	0	0	42,000,000	\$53,300,000
Other Revenues	25,433,927	14,864,848	15,001,246	6,784,600	1,719,000	2,455,000	\$66,258,621
TOTAL	\$95,394,956	\$45,689,538	\$46,251,195	\$24,612,825	\$10,612,575	\$60,061,575	\$282,622,664

Funding Source



C · E · D · A · R



F · A · L · L · S

Torva

FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM

CITY OF CEDAR FALLS, IOWA

Presented to City Council/Planning & Zoning Comm: 7-Jan-2019

Approved by the City Council: 21-Jan-2019

Resolution Number: 21,399

New FY19

#	PROJECT OR PROGRAM	DEPT/ DIV.	FY19		FY20		FY21		FY22		FY23		FY24		SUBTOTAL		TOTAL FUNDING AMOUNT
			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
	1 Bond Fees	FBO/ADM			GO 2020	50,000			GO 2022	50,000			GO 2024	50,000	GO	150,000	150,000
	2 Capitalized Interest	FBO/ADM			GO 2020	150,000			GO 2022	150,000			GO 2024	150,000	GO	450,000	450,000
	3 Vehicle Replacement Program	FBO/ADM	SCF	320,000	SCF	505,000	SCF	212,000	SCF	212,000	SCF	212,000	SCF	212,000	SCF	1,673,000	5,897,000
			SRF	30,000	SRF	500,000	SRF	35,000	SRF	35,000	SRF	35,000	SRF	35,000	SRF	670,000	
			REF	220,000	REF	420,000	REF	190,000	REF	190,000	REF	190,000	REF	190,000	REF	1,400,000	
			VRF	330,000	VRF	304,000	VRF	470,000	VRF	350,000	VRF	350,000	VRF	350,000	VRF	2,154,000	
	4 Cable TV Equipment Upgrades	FBO/CTV	CTF	105,000	CTF	105,000	CTF	105,000	CTF	105,000	CTF	105,000	CTF	105,000	CTF	630,000	630,000
	5 Studio Camera Replacement	FBO/CTV			CTF	180,000									CTF	180,000	180,000
	6 Video Switcher/Replay replacement	FBO/CTV			CTF	110,000									CTF	110,000	110,000
	7 Business Continuity	FBO/IS	DPR	7,000	DPR	7,000	DPR	7,000	DPR	7,000	DPR	7,000	DPR	7,000	DPR	42,000	42,000
	8 CIP/Capital Asset Software	FBO/IS			DPR	15,000									DPR	15,000	15,000
	9 Computer Equipment & Software	FBO/IS	DPR	70,000	DPR	70,000	DPR	70,000	DPR	80,000	DPR	70,000	DPR	70,000	DPR	430,000	430,000
	10 Copiers/Printers	FBO/IS	DPR	91,000											DPR	91,000	91,000
	11 Document Imaging	FBO/IS			DPR	6,000	DPR	20,000	DPR	6,000			DPR	6,000	DPR	38,000	38,000
	12 GIS	FBO/IS			DPR	15,000	DPR	15,000	DPR	15,000	DPR	15,000	DPR	15,000	DPR	75,000	75,000
	13 Mid-Range Operating System Upgrade	FBO/IS					DPR	5,000							DPR	5,000	5,000
	14 Mobile App for the City of Cedar Falls	FBO/IS	DPR	7,500	DPR	1,950	DPR	1,950	DPR	1,950	DPR	1,950	DPR	1,950	DPR	17,250	17,250
	15 Mobile Data Computer Replacement - Police	FBO/IS	DPR	36,000							DPR	9,000	DPR	13,500	DPR	58,500	58,500
	16 Network Upgrades	FBO/IS	DPR	77,000	DPR	70,000	DPR	50,000	DPR	10,000	DPR	10,000	DPR	50,000	DPR	267,000	267,000
	17 Phone System Replacement	FBO/IS	DPR	150,000											DPR	150,000	150,000
	18 New Application Tracking System	FBO/IS			DPR	11,375	DPR	7,125	DPR	7,125	DPR	7,125	DPR	7,125	DPR	39,875	39,875
	19 Penetration Security Testing Services	FBO/IS			DPR	20,000			DPR	20,000			DPR	20,000	DPR	60,000	60,000
	20 Circulation Desk	FBO/LIB	CF	18,000											CF	18,000	18,000
	21 MakerSpace/Co-Lab	FBO/LIB	GR	15,000											GR	15,000	177,500
			BHCG	50,000											BHCG	50,000	
			FRIEND	27,500											FRIEND	27,500	
			CF	85,000											CF	85,000	
	22 Handicap Access Improvements (General)	CD/CDBG			CDBG	50,000	CDBG	50,000	CDBG	50,000	CDBG	50,000	CDBG	50,000	CDBG	250,000	250,000
	23 Housing Rehabilitation	CD/CDBG	CDBG	125,000	CDBG	125,000	CDBG	125,000	CDBG	125,000	CDBG	125,000	CDBG	125,000	CDBG	750,000	930,000
			HOME	30,000	HOME	30,000	HOME	30,000	HOME	30,000	HOME	30,000	HOME	30,000	HOME	180,000	
	24 Bridges/Culverts: Black Hawk Rd. Box Culvert Replacement	CD/ENG									STW	200,000			STW	200,000	390,000
													GO 2024	190,000	GO	190,000	
	25 Bridges/Culverts: Campus Street Box Culvert Replacement	CD/ENG	STW	300,000	STW	50,000									STW	350,000	350,000
	26 Bridges/Culverts: Inspections/Repairs	CD/ENG	SCF	255,000	SCF	55,000	SCF	140,000	SCF	55,000	SCF	140,000	SCF	55,000	SCF	700,000	700,000
	27 Bridges/Culverts: Olive Street Box Culvert Replacement	CD/ENG			STW	110,000	STW	500,000							STW	610,000	1,010,000
	(Dry Run Creek Watershet Imp. Phase II Included)				GO 2020	200,000	GO 2020	200,000							GO	400,000	
	28 Bridges/Culverts: Ridgeway Avenue Bridge Replacement	CD/ENG									TIF-SCF	65,000	TIF-SCF	120,000	TIF-SCF	185,000	665,000
													F/S	480,000	F/S	480,000	
	29 Bridges/Culverts: W. 20th Street Box Culvert Replacement	CD/ENG	F/S	220,000											FS	220,000	275,000
			STW	55,000											STW	55,000	
	30 Bridges/Culverts: Walnut Street Bridge Replacement	CD/ENG			LST	400,000									LST	400,000	750,000
			STW	350,000											STW	350,000	
	31 Cedar River Recreational Bank Improvements Ph. I	CD/ENG	GO 2020	70,000					GO 2022	471,000	GO 2022	85,000			GO	626,000	1,926,000
									BHCG	1,300,000					BHCG	1,300,000	

FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM
CITY OF CEDAR FALLS, IOWA

Presented to City Council/Planning & Zoning Comm:
Approved by the City Council:
Resolution Number:

7-Jan-2019
21-Jan-2019
21,399

New FY19

#	PROJECT OR PROGRAM	DEPT/ DIV.	FY19		FY20		FY21		FY22		FY23		FY24		SUBTOTAL		TOTAL FUNDING AMOUNT
			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
32	Cedar River Safety and Recreational River Improvements Ph. I	CD/ENG	GO 2020	74,000					FR PRIV	1,000,000 800,000					GO FR PRIV GR	74,000 1,000,000 800,000 46,000	1,920,000
33	Flood Control: Cedar River Levee Improvements	CD/ENG	STG	2,750,000											STG	2,750,000	2,750,000
34	Flood Control: Cedar River Levee Maintenance	CD/ENG	GR	5,000	GR	5,000	GR	5,000	GR	5,000	GR	5,000	GR	5,000	GR	30,000	30,000
35	Industrial & City Development: Infrastructure Oversizing	CD/ENG	GO 2018 STW SRF	50,000 30,000 30,000	GO 2018 STW SRF	50,000 30,000 30,000	GO 2020 STW SRF	50,000 30,000 30,000	GO 2020 STW SRF	50,000 30,000 30,000	GO 2022 STW SRF	50,000 30,000 30,000	GO 2024 STW SRF	50,000 30,000 30,000	GO STW SRF	300,000 180,000 180,000	660,000
36	Industrial & City Development: McMahonill First Addition - Street	CD/ENG	GO 2018 SCHOOLS	726,312 726,312											GO SCHOOLS	726,312 726,312	1,452,624
37	Industrial & City Development: Venture Way Street Extension	CD/ENG			TIF-UN	67,500									TIF-UN	67,500	67,500
38	Parking Lot: Improvements	CD/ENG	PMF	50,000	PMF	50,000	PMF	50,000	PMF	50,000	PMF	50,000	PMF	50,000	PMF	300,000	300,000
39	Parking Lot: South Main Street Parking Lot	CD/ENG			GO 2020	60,000									GO	60,000	60,000
40	Sanitary Sewer: Ice House Museum Sanitary Sewer Service	CD/ENG	CFHS	82,700											CFHS	82,700	82,700
41	Sidewalks: Assessment Program	CD/ENG	SA	75,000	SA	75,000	SA	75,000	SA	75,000	SA	75,000	SA	75,000	SA	450,000	450,000
42	Sidewalks/Trails: Briarwood Hills Drive Sidewalk Infill	CD/ENG	GO 2018	5,000											GO	5,000	5,000
43	Sidewalks/Trails: Campus Street Sidewalk Infill	CD/ENG			GO 2020	20,000									GO	20,000	20,000
44	Sidewalks/Trails: Greenhill Drive Sidewalk Infill	CD/ENG	GO 2018	35,000											GO	35,000	35,000
45	Sidewalks/Trails: Hudson Road Recreation Trail Phase IV	CD/ENG			GO 2018	16,000	GO 2018 PRIV	20,000 36,000							GO PRIV	36,000 36,000	72,000
46	Sidewalks/Trails: Lake Street Trail	CD/ENG	GO 2020 F/S	7,000 28,000	GO 2020 F/S	79,000 316,000									GO F/S	86,000 344,000	430,000
47	Sidewalks/Trails: Reconstruction Program	CD/ENG	GO 2018	40,000	GO 2020	40,000	GO 2020	40,000	GO 2022	40,000	GO 2022	40,000	GO 2024	40,000	GO	240,000	240,000
48	Sidewalks/Trails: Rownd Street Sidewalk Infill	CD/ENG			GO 2020	25,000									GO	25,000	25,000
49	Sidewalks/Trails: Trail Reconstruction	CD/ENG	H/M	50,000	H/M	50,000	H/M	50,000	H/M	50,000	H/M	50,000	H/M	50,000	H/M	300,000	300,000
50	Sidewalks/Trails: Union Road Trail Phase II	CD/ENG	GO 2020	40,000	GO 2020 F/S	75,000 300,000									GO F/S	115,000 300,000	415,000
51	Sidewalks/Trails: W. 3rd Street Sidewalk Infill	CD/ENG	GO 2018	5,000											GO	5,000	5,000
52	Sidewalks/Trails: W. 8th Street Sidewalk Infill	CD/ENG											GO 2024	60,000	GO	60,000	60,000
53	Sidewalks/Trails: W. 20th Street Sidewalk Infill	CD/ENG			GO 2020	10,000									GO	10,000	10,000
54	Signalization of Hudson Road/Ridgeway Intersection	CD/ENG							TIF-SCF	330,000					TIF-SCF	330,000	330,000
55	Storm Water: Big Woods Road Ditch Improvements	CD/ENG	STW	50,000											STW	50,000	50,000
56	Storm Water: Cedar Heights Storm Sewer	CD/ENG			STW	125,000									STW	125,000	125,000
57	Storm Water: Clay Street Park Drainage	CD/ENG			GO 2020 F/S	43,000 96,500									GO F/S	43,000 150,000	193,000
58	Storm Water: Comprehensive Watershed Assessment	CD/ENG	STW	36,000	STW	55,000									STW	91,000	91,000
59	Storm Water: Drainage Studies	CD/ENG	STW	100,000			STW	50,000			STW	50,000			STW	200,000	200,000
60	Storm Water: Erosion Repair Project	CD/ENG			STW	75,000			STW	25,000			STW	25,000	STW	125,000	125,000
61	Storm Water: Greenhill Road Ext. Bioretention Swales/Cells	CD/ENG							F/S STW	75,000 25,000					F/S STW	75,000 25,000	100,000
62	Storm Water: Greenwood Cemetery Slope Repair Project	CD/ENG											GO 2024	160,000	GO	160,000	160,000
63	Storm Water: Hudson Road Subdrain	CD/ENG	STW	2,000											STW	2,000	2,000
64	Storm Water: Mandalay Drive Slope Repair	CD/ENG	STW	35,000											STW	35,000	35,000

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			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
65	Storm Water: Permeable Alley Program	CD/ENG	STW	85,000	STW	85,000	STW	85,000	STW	85,000	STW	85,000	STW	85,000	STW	510,000	1,560,000
			SCF	175,000	SCF	175,000	SCF	175,000	SCF	175,000	SCF	175,000	SCF	175,000	SCF	1,050,000	
66	Storm Water: University Avenue Bioretention Swales/Cells	CD/ENG			STW	25,000									STW	25,000	100,000
					F/S	75,000									F/S	75,000	
67	Streambank Stabilization - Trall Realignment	CD/ENG			STW	30,000									STW	30,000	30,000
68	Streets: Annual Street Repair Program (Resurfacing & Reconstruction)	CD/ENG	LST	3,850,000	LST	4,350,000	LST	3,300,000	LST	2,700,000	LST	2,700,000	LST	4,050,000	LST	20,950,000	22,450,000
			SRF		SRF	350,000	SRF	250,000	SRF	100,000	SRF	100,000	SRF	100,000	SRF	900,000	
			SCF	100,000	SCF	100,000	SCF	100,000	SCF	100,000	SCF	100,000	SCF	100,000	SCF	600,000	
69	Streets: Cedar Heights Drive Reconstruction	CD/ENG	F/S	280,000	F/S	345,000	F/S	1,190,000	F/S	1,085,000					F/S	2,900,000	5,900,000
			GO 2020	20,000	GO 2020	55,000	GO 2020	335,000	GO 2022	240,000					GO	650,000	
					CFU	200,000									CFU	200,000	
									SCF	687,000					SCF	687,000	
							LST	1,000,000	LST	463,000					LST	1,463,000	
70	Streets: Center Street Improvements	CD/ENG			BHCG	300,000									BHCG	300,000	1,375,000
					LST	100,000									LST	100,000	
		FR	125,000		FR	375,000									FR	500,000	
					CDBG	75,000									CDBG	75,000	
					GO 2020	150,000									GO	150,000	
					CFU	250,000									CFU	250,000	
71	Streets: Center Street Trail	CD/ENG	F/S	216,600											F/S	216,600	550,000
			GO 2018	333,400											GO	333,400	
72	Streets: Center Street Railroad Crossing	CD/ENG	LST	28,000											LST	28,000	140,000
			F/S	84,000											F/S	84,000	
			RR	28,000											RR	28,000	
73	Streets: Greenhill Road Extension (Hudson Road to 27th Street)	CD/ENG	GO 2018	650,000											GO	650,000	650,000
74	Streets: Greenhill Road & Hudson Intersection Improvements	CD/ENG			PRIV	50,000	PRIV	500,000							PRIV	550,000	550,000
75	Streets: Greenhill Road & South Main Street Intersection	CD/ENG			GO 2020	290,000	GO 2022	298,000	GO 2022	715,000					GO	1,303,000	3,420,000
							SCF	687,000							SCF	687,000	
							CFU	430,000							CFU	430,000	
							LST	665,000	LST	335,000					LST	1,000,000	
76	Streets: Hudson Road - W. 27th Street Intersection Improvements	CD/ENG									GO 2024	60,000	GO 2024	325,000	GO	385,000	385,000
77	Streets: Hwy 58 & Viking Road Intersection Improvements	CD/ENG	F/S	6,965,640	F/S	6,965,640	F/S	6,965,640							F/S	20,896,920	32,141,910
			TIF-UN	3,748,330	TIF-UN	3,748,330	TIF-UN	3,748,330							TIF-UN	11,244,990	
78	Streets: Main Street Alley	CD/ENG	BHCG	45,000											BHCG	45,000	150,000
			TIF-DT	105,000											TIF-DT	105,000	
79	Streets: Main Street Reconstruction	CD/ENG							F/S	500,000					F/S	500,000	7,620,000
											SCF	687,000			SCF	687,000	
									LST	1,350,000	LST	1,013,000	LST	1,700,000	LST	4,063,000	
							GO 2020	1,000,000	GO 2022	590,000	GO 2022	490,000	GO 2024	290,000	GO	2,370,000	
80	Streets: Prairie Parkway & Viking Road Traffic Signals	CD/ENG							LST	125,000					LST	125,000	885,000
							TIF-PP	67,500	TIF-PP	375,000					TIF-PP	442,500	
							SCF	67,500	SCF	250,000					SCF	317,500	
81	Streets: Ridgeway Avenue Reconstruction	CD/ENG	TIF-SCF	1,450,000	TIF-SCF	87,500	TIF-SCF	1,507,500							TIF-SCF	3,045,000	4,745,000
			PRIV	800,000	PRIV	87,500	PRIV	812,500							PRIV	1,700,000	

FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM
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			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
82	Streets: Seal Coat Program	CD/ENG	LST	100,000	LST	100,000	LST	100,000	LST	100,000	LST	100,000	LST	100,000	LST	600,000	600,000
83	Streets: Traffic Planning	CD/ENG			SCF	50,000			SCF	50,000					SCF	100,000	100,000
84	Streets: University Ave. (Hwy. 58 to Eastern City Limits) \$34.9 million already spent and included in FY19	CD/ENG	UA-TJ	20,000,000											UA-TJ	20,000,000	38,111,400
			TIF-UN	4,278,700											TIF-UN	4,278,700	
			H/M	100,000											H/M	100,000	
			LST	4,708,900	LST	2,000									LST	4,710,900	
			F/S	550,000											F/S	550,000	
			SRB-5	980,000											SRB	980,000	
			STW	577,000											STW	577,000	
			CFU	3,013,000	CFU	21,300									CFU	3,034,300	
			BHCG	450,000											BHCG	450,000	
			SCF	3,285,800	SCF	144,700									SCF	3,430,500	
85	Streets: Viking Road Extension Phase I	CD/ENG					TIF-UN	200,000							TIF-UN	200,000	200,000
86	Streets: Viking Road Extension Phase II	CD/ENG					TIF-UN	60,000	TIF-UN	600,000					TIF-UN	660,000	660,000
87	Streets: West 1st Street Reconstruction	CD/ENG	F/S	4,649,825	F/S	3,451,675									F/S	8,101,500	14,992,960
			CFU	1,778,350											CFU	1,778,350	
			GO 2018	636,000											GO	636,000	
			SRB-6	720,000											SRB	720,000	
			LST	1,346,305	LST	2,410,805									LST	3,757,110	
88	Streets: W. 12th Street Extension	CD/ENG					PRIV	500,000							PRIV	500,000	500,000
89	Streets: W. 12th Street Reconstruction	CD/ENG					GO 2020	75,000	LST	650,000					LST	650,000	725,000
															GO	75,000	
90	Streets: W. 22nd Street Realignment & Expansion	CD/ENG					LST	413,000							LST	413,000	473,000
					TIF-CH	35,000	TIF-CH	25,000							TIF-CH	60,000	
91	Streetscape: Downtown Brick Replacement	CD/ENG			BHCG	210,000	BHCG	210,000	BHCG	187,500					BHCG	607,500	2,100,000
			TIF-DT	75,000	TIF-DT	490,000	TIF-DT	490,000	TIF-DT	437,500					TIF-DT	1,492,500	
92	Streetscape: Downtown Streetscape Plan Implementation	CD/ENG	BHCG	106,462	BHCG	381,750	BHCG	137,400	BHCG	39,900					BHCG	665,512	2,143,375
			CMS	134,258	CMS	39,412	CMS	2,850							CMS	176,520	
					TIF-DT	830,038	TIF-DT	248,050	TIF-DT	93,100					TIF-DT	1,171,188	
			CFU	39,155	CFU	21,300	CFU	69,700							CFU	130,155	
93	Hearst Center Expansion	CD/INSPECT									PRIV	300,000	PRIV	1,055,000	PRIV	1,355,000	2,685,000
													GO 2024	700,000	GO	700,000	
													F/S	250,000	F/S	250,000	
													CIF	180,000	CIF	180,000	
													BHCG	200,000	BHCG	200,000	
94	Public Safety Building, including all project costs	CD/INSPECT	BHCG	380,367	BHCG	369,633									BHCG	750,000	7,621,211
			GFS	6,871,211											GFS	6,871,211	
95	Recreation Center Expansion & Land Acquisition	CD/INSPECT											F/S	400,000	F/S	400,000	2,880,000
													RCCIP	1,305,000	RCCIP	1,305,000	
													H/M	100,000	H/M	100,000	
													GO 2024	700,000	GO	700,000	
													BHCG	300,000	BHCG	300,000	
													HT	75,000	HT	75,000	
96	Recreation Center Usage/Need/Study	CD/INSPECT	RCCIP	50,000											RCCIP	50,000	50,000

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			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
97	Code Enforcement, Property Clean-up, Condemnation	CD/PLAN	CDBG	15,000	CDBG	15,000	CDBG	15,000	CDBG	15,000	CDBG	15,000	CDBG	15,000	CDBG	90,000	330,000
			CP	40,000	CP	40,000	CP	40,000	CP	40,000	CP	40,000	CP	40,000	CP	240,000	
98	Property/Flood Buyouts	CD/PLAN	CP	70,000	CP	70,000	CP	70,000	CP	70,000	CP	70,000	CP	70,000	CP	420,000	420,000
99	Bike Network On-street Signage	CD/PLAN	H/M	5,000	H/M	5,000	H/M	5,000	H/M	5,000	H/M	5,000	H/M	5,000	H/M	30,000	30,000
100	Bus Shelters & Related Amenities	CD/PLAN			MET	15,000			MET	15,000			MET	15,000	MET	45,000	45,000
101	Comprehensive Plan and Zoning Code Updates	CD/PLAN	TIF-DT	100,000	TIF-DT	50,000									TIF-DT	150,000	1,000,000
			GR	50,000	GR	50,000	GR	150,000	GR	150,000	GR	150,000	GR	150,000	GR	700,000	
					TIF-CH	100,000	TIF-CH	50,000							TIF-CH	150,000	
102	Conversion of rental homes back to 1-unit owner-occupied	CD/PLAN	GR	100,000	GR	100,000	GR	100,000							GR	300,000	300,000
103	2016 Flood Recovery (Public Assistance & Buyouts)	CD/PLAN	F/S	177,854											F/S	177,854	1,778,549
			FEMA	1,300,000											FEMA	1,300,000	
			FR	300,695											FR	300,695	
104	Gibson Property Development	CD/PLAN	TIF-SCF	175,000	TIF-SCF	200,000	TIF-SCF	2,750,000	TIF-SCF	2,750,000					TIF-SCF	5,875,000	5,875,000
105	Industrial Park Land Acquisition	CD/PLAN	TIF-SCF	2,750,000	TIF-SCF	4,200,000	TIF-SCF	2,250,000							TIF-SCF	9,200,000	9,200,000
106	Mill Race Incentives	CD/PLAN	WLOO	33,000	WLOO	33,000									WLOO	66,000	233,760
			CFU	28,380	CFU	28,380									CFU	56,760	
			TIF-DT	33,000	TIF-DT	33,000									TIF-DT	66,000	
			UNI	15,000	UNI	15,000									UNI	30,000	
			WART	7,500	WART	7,500									WART	15,000	
107	Northern Industrial Park: Insurance & Maintenance	CD/PLAN	TIF-UN	30,000	TIF-UN	30,000	TIF-UN	30,000	TIF-UN	30,000	TIF-UN	30,000	TIF-UN	30,000	TIF-UN	180,000	180,000
108	Parking Lot: Drop Off Zones	CD/PLAN							TIF-DT	5,000					TIF-DT	5,000	5,000
109	Parking Lot: Signage Improvements	CD/PLAN					TIF-DT	6,666							TIF-DT	6,666	20,000
							CMS	6,666							CMS	6,666	
							PMF	6,668							PMF	6,668	
110	Parking Lot: Wayfinding Signage Improvements	CD/PLAN							TIF-DT	24,000	TIF-DT	24,000			TIF-DT	48,000	144,000
									CMS	24,000	CMS	24,000			CMS	48,000	
									PMF	24,000	PMF	24,000			PMF	48,000	
111	Prairie Parkway Landscaping/Beautification	CD/PLAN	TIF-PP	120,000	TIF-PP	120,000									TIF-PP	240,000	240,000
112	River Place Development Project	CD/PLAN	PRIV	5,000,000	PRIV	3,000,000									PRIV	8,000,000	13,800,000
			CMS	75,000	CMS	75,000	CMS	75,000	CMS	75,000	CMS	75,000	CMS	75,000	CMS	450,000	
			TIF-DT	500,000	TIF-DT	650,000	TIF-DT	900,000	TIF-DT	1,100,000	TIF-DT	1,100,000	TIF-DT	1,100,000	TIF-DT	5,350,000	
113	Wayfinding Signage Plan	CD/PLAN	H/M	40,000											H/M	40,000	40,000
114	Building Maintenance	CD/WTR					SRF	30,000							SRF	30,000	30,000
115	Facility Master Plan Update	CD/WTR			SRF	50,000	SRF	50,000							SRF	100,000	100,000
116	Hudson Road Lining	CD/WTR					SRF	50,000	SRF	50,000					SRF	100,000	100,000
117	Lift Station Electrical Generator	CD/WTR							SRF	60,000					SRF	60,000	60,000
118	Mower/Snowblower	CD/WTR					SRF	20,000							SRF	20,000	20,000
119	Nutrient Removal/Facility Plan	CD/WTR											SRB-8	42,000,000	SRB	42,000,000	42,000,000
120	Oak Park Sewer Replacement Project	CD/WTR	SRF	10,000	SRF	290,000									SRF	300,000	300,000
121	Plant Digester Rehabilitation	CD/WTR			SRB-6	1,600,000	SRB-7	8,000,000							SRB	9,600,000	9,600,000
122	Sanitary Sewer Infiltration & Inflow Reduction Project	CD/WTR	SRF	25,000	SRF	25,000	SRF	25,000	SRF	25,000	SRF	25,000	SRF	20,000	SRF	145,000	145,000
123	Sanitary Sewer Spot Repairs/Emergency	CD/WTR	SRF	30,000	SRF	30,000	SRF	30,000	SRF	30,000	SRF	30,000	SRF	30,000	SRF	180,000	180,000
124	Sartori Trust Farm Improvements	CD/WTR					HT	20,000							HT	20,000	20,000
125	Sewer Collection System Expansion Study	CD/WTR			SRF	50,000	SRF	250,000	SRF	250,000					SRF	550,000	550,000

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			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
126	Slipline Existing Sanitary Sewers	CD/WTR			SRF	100,000	SRF	200,000	SRF	200,000	SRF	250,000	SRF	250,000	SRF	1,000,000	1,000,000
127	Third Stage Trickling Filter Distributor	CD/WTR	SRF	150,000											SRF	150,000	150,000
128	UV Disinfection Bulb Replacement	CD/WTR	SRF	60,000											SRF	60,000	60,000
129	Water Line Extensions	CD/WTR			SRF	100,000									SRF	100,000	100,000
130	17th Street Lift Station Pump Repairs	CD/WTR							SRF	60,000					SRF	60,000	60,000
131	Seal Coat/Asphalt Overlay Program: Park & Cemetery	MOP/PK/CEM	SCF	50,000	SCF	50,000	SCF	50,000	SCF	50,000	SCF	50,000	SCF	50,000	SCF	300,000	300,000
132	Trail Maintenance	MOP/PK/CEM	H/M	40,000	H/M	40,000	H/M	40,000	H/M	40,000	H/M	40,000	H/M	40,000	H/M	240,000	240,000
133	Cemetery Road Construction and Improvements	MOP/PK/CEM	SCF	25,000	SCF	25,000	SCF	25,000	SCF	30,000	SCF	30,000	SCF	30,000	SCF	165,000	165,000
134	Golf Maintenance Complex Parking	MOP/PK/GOLF			GIF	6,000									GIF	6,000	6,000
135	Pheasant Ridge Cart Path Renovations	MOP/PK/GOLF			GIF	20,000			GIF	20,000					GIF	40,000	40,000
136	Pheasant Ridge Improvements	MOP/PK/GOLF							GIF	65,000					GIF	65,000	65,000
137	Pheasant Ridge Pro Shop - Water & Sewer Extension	MOP/PK/GOLF			GIF	70,000									GIF	70,000	70,000
138	Landscaping Roadways/Monuments & Signage	MOP/LANDSCAPE	H/M	50,000			H/M	50,000			H/M	50,000			H/M	150,000	150,000
139	New Park Development	MOP/LANDSCAPE					F/S	50,000					F/S	50,000	F/S	100,000	100,000
140	Northern Cedar Falls Landscape Improvements	MOP/LANDSCAPE	CP	25,000	CP	25,000	CP	25,000	CP	25,000	CP	25,000	CP	25,000	CP	150,000	150,000
141	Asphalt Paving of Select Alleys	MOP/PARK			SCF	55,000	SCF	55,000	SCF	55,000	SCF	55,000	SCF	55,000	SCF	275,000	275,000
142	Big Woods Campground Cabins	MOP/PARK							PRIV	125,000					PRIV	125,000	125,000
143	Emerald Ash Borer - Removal of Ash Trees	MOP/PARK			GR	50,000	GR	50,000	GR	50,000					GR	150,000	150,000
144	Fleet Wash Bay - In House	MOP/PARK			SCF	40,000									SCF	40,000	40,000
145	Fuel System Upgrade	MOP/PARK			GIF	80,000									GIF	80,000	175,000
							SCF	95,000							SCF	95,000	
146	Inclusive Park (Place to Play Playground)	MOP/PARK	BHCG GR PRIV	250,000 40,000 250,000											BHCG GR PRIV	250,000 40,000 710,000	1,000,000
147	Island Park Masterplan	MOP/PARK					H/M GR	100,000 10,000							H/M GR	100,000 10,000	110,000
148	Park Improvements	MOP/PARK			F/S	25,000			F/S	40,000			F/S	25,000	F/S	90,000	90,000
149	Roof addition to restroom structures	MOP/PARK	GO 2018	28,000											GO	28,000	28,000
150	Roundabout Landscape Improvements	MOP/PARK					TIF-PP	50,000							TIF-PP TIF-SCF	50,000 50,000	100,000
151	Security System Upgrade - PW Complex	MOP/PARK					REF VRF SCF	16,670 16,670 16,660							REF VRF SCF	16,670 16,670 16,660	50,000
152	Street Tree Replacement	MOP/PARK	F/S GR	5,000 10,000	F/S GR	5,000 10,000	F/S GR	5,000 10,000	F/S GR	5,000 10,000	F/S GR	5,000 10,000	F/S GR	7,000 13,000	F/S GR	32,000 63,000	95,000
153	Bess Streeter Park Playground Equipment Upgrade	MOP/PARK							GR PRIV	5,000 20,000					GR PRIV	5,000 20,000	25,000
154	New Community Tennis Courts Amenities	MOP/PARK DEV	GR	10,000											GR	10,000	10,000
155	New Park Identification Signage	MOP/PARK DEV	GR	10,000	GR	15,000	GR	15,000							GR	40,000	40,000
156	Parks and Public Lands Master Plan	MOP/PARK DEV			GR	50,000	GR	50,000							GR	100,000	100,000
157	Peet Tennis Court Renovations	MOP/PARK DEV			GO 2020 SCHOOLS	15,000 10,000									GO SCHOOLS	15,000 10,000	25,000

FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM
CITY OF CEDAR FALLS, IOWA

New FY19

Presented to City Council/Planning & Zoning Comm: 7-Jan-2019
Approved by the City Council: 21-Jan-2019
Resolution Number: 21,399

#	PROJECT OR PROGRAM	DEPT/ DIV.	FY19		FY20		FY21		FY22		FY23		FY24		SUBTOTAL		TOTAL FUNDING AMOUNT
			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
158	Project Seeding	MOP/PARK DEV	GO 2018	25,000	GO 2018	25,000									GO	50,000	50,000
159	Shelter Construction (Seerley Park)	MOP/PARK DEV					GR	15,000							GR	15,000	45,000
							PRIV	30,000							PRIV	30,000	
160	Tennis/Pickleball Court Improvements - Orchard Hill	MOP/PARK DEV	GO 2018	50,000											GO	50,000	150,000
			BHCG	50,000											BHCG	50,000	
			PRIV	50,000											PRIV	50,000	
161	Birdsall Fencing	MOP/REC					SBPF	75,000							SBPF	75,000	75,000
162	Dugout Renovations Pfeffer Park	MOP/REC	GR	8,700											GR	8,700	8,700
163	Falls - Camera System	MOP/REC	RCCIP	25,000											RCCIP	25,000	25,000
164	Falls - Chemical System Controllers	MOP/REC					RCCIP	14,500							RCCIP	14,500	14,500
165	Falls - Play Equipment	MOP/REC							RCCIP	30,000					RCCIP	30,000	30,000
166	Falls- Robotic Pool Cleaners	MOP/REC			RCCIP	18,000									RCCIP	18,000	18,000
167	Falls- Shelter	MOP/REC							RCCIP	17,000					RCCIP	17,000	17,000
168	Falls- Waterslide Refinish/Repair	MOP/REC					RCCIP	250,000							RCCIP	250,000	250,000
169	Falls- Wood	MOP/REC			RCCIP	10,000									RCCIP	10,000	10,000
170	Landscape Repairs @ Birdsell Softball Complex	MOP/REC			SBPF	15,000									SBPF	15,000	15,000
171	Paint Falls Aquatic Center Pools	MOP/REC					RCCIP	150,000							RCCIP	150,000	150,000
172	Rec Cameras	MOP/REC					RCCIP	42,000							RCCIP	42,000	42,000
173	Rec Center Locker Rooms	MOP/REC			RCCIP	500,000									RCCIP	500,000	500,000
174	Weight Equipment	MOP/REC					RCCIP	300,000							RCCIP	300,000	300,000
175	Replacement of Air Conditioning Units - Hearst	MOP/CULT	CIF	5,000	CIF	10,000									CIF	15,000	15,000
176	Electronic Entry for West Entrance - Hearst	MOP/CULT	CIF	8,300											CIF	8,300	8,300
177	Environmental Monitors for Art Storage, Gallery	MOP/CULT					CIF	900							CIF	900	900
178	Fascia needs to be Refurbished	MOP/CULT	CIF	6,900											CIF	6,900	6,900
179	Hearst Center Upper Restrooms Refurbish	MOP/CULT					CIF	35,000							CIF	35,000	35,000
180	Hearst Center Usage Study	MOP/CULT	ACB	7,500											ACB	7,500	7,500
181	Landscape area West of patio	MOP/V&T	TRC	5,000											TRC	5,000	5,000
182	Tuck Pointing Visitor Center	MOP/V&T			TRC	2,000									TRC	2,000	2,000
183	Building Controls Upgrade - City Hall	MOP/BLDG							CP	90,000					CP	90,000	90,000
184	Building Exterior Weatherproofing - Library	MOP/BLDG	CF	20,000											CF	20,000	40,000
			GR	20,000											GR	20,000	
185	Carpet - Library	MOP/BLDG					F/S	50,000							F/S	50,000	225,000
							CF	125,000							CF	125,000	
							GR	50,000							GR	50,000	
186	City Hall Carpet Replacement & Repurpose of City Hall	MOP/BLDG	GFS	25,000	GFS	50,000	GFS	525,000	GFS	400,000					GFS	1,000,000	1,000,000
187	Energy Conservation Initiatives	MOP/BLDG	GR	25,000	GR	25,000	GR	25,000	GR	25,000	GR	25,000	GR	25,000	GR	150,000	150,000
188	Energy Grants	MOP/BLDG	F/S	15,000	F/S	15,000	F/S	15,000	F/S	15,000	F/S	20,000	F/S	20,000	F/S	100,000	100,000
189	Falls - Brick Walls	MOP/BLDG			RCCIP	200,000									RCCIP	200,000	200,000
190	Falls - Restroom	MOP/BLDG			RCCIP	100,000									RCCIP	100,000	100,000
191	Compaction Equipment Refurbishing at Transfer Station	MOP/REF							REF	275,000					REF	275,000	275,000
192	Lloyd Lane Recycling Site Expansion	MOP/REF			REF	125,000									REF	125,000	125,000
193	Security Cameras at Recycling Sites	MOP/REF							REF	50,000	REF	50,000			REF	100,000	100,000

FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM
CITY OF CEDAR FALLS, IOWA

New FY19

Presented to City Council/Planning & Zoning Comm:
Approved by the City Council:
Resolution Number:

7-Jan-2019
21-Jan-2019
21,399

#	PROJECT OR PROGRAM	DEPT/ DIV.	FY19		FY20		FY21		FY22		FY23		FY24		SUBTOTAL		TOTAL FUNDING AMOUNT
			FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		FUNDING		
			SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	
194	Expansion of Automated Vehicle Locators	MOP/STR	VRF	25,000	VRF	25,000									VRF	50,000	50,000
195	Streetscape: College Hill Maintenance & Improvements	MOP/STR	TIF-CH	30,000	TIF-CH	10,000	TIF-CH	30,000	TIF-CH	10,000	TIF-CH	75,000	TIF-CH	75,000	TIF-CH	230,000	230,000
196	Streetscape: Downtown Maintenance & Improvements	MOP/STR	TIF-DT	10,000	TIF-DT	10,000	TIF-DT	10,000	TIF-DT	10,000					TIF-DT	40,000	40,000
197	Trench Shoring Equipment	MOP/STR	SCF	50,000	SCF	15,000									SCF	65,000	65,000
198	Signalized Intersection Upgrade	MOP/TO	SCF	200,000	SCF	200,000	SCF	200,000	SCF	200,000	SCF	200,000	SCF	200,000	SCF	1,200,000	1,200,000
199	Siren Replacement	MOP/TO	GR	40,000	GR	13,000	GR	15,000	GR	15,000	GR	60,000			GR	143,000	143,000
200	AED	PSS/FIRE			GR	15,000					GR	15,000			GR	30,000	30,000
201	Bunker Gear, Replacement of Pass Devices and Volunteer Equipment	PSS/FIRE	GO 2018	50,000	GO 2020	30,000	GO 2020	10,000	GO 2022	20,000	GO 2022	25,000	GO 2024	40,000	GO	175,000	175,000
202	Engine 501 Replacement	PSS/FIRE	GO 2018	500,000											GO	500,000	500,000
203	Fire Hose	PSS/FIRE	GR	5,000			GR	6,000			GR	6,000			GR	17,000	17,000
204	Fire Training Facility	PSS/FIRE											GO 2024	500,000	GO	500,000	500,000
205	Ballistic Vests Replacements	PSS/POLICE	PF	3,000	PF	6,375	PF	3,375	PF	3,375					PF	16,125	32,250
			F/S	3,000	F/S	6,375	F/S	3,375	F/S	3,375					F/S	16,125	
206	In Car Camera	PSS/POLICE			GR	75,000									GR	75,000	75,000
207	Lab & Investigative Equipment	PSS/POLICE			PF	10,000									PF	10,000	10,000
208	Equipment Reserve	PSS/POLICE	GR	7,000	GR	9,000	GR	9,000	GR	9,000	GR	9,000	GR	9,000	GR	52,000	52,000
209	Forensic Cellphone & Tablet Equipment	PSS/POLICE							GR	10,000					GR	10,000	10,000
210	Weapons	PSS/POLICE					GR	18,000			GR	7,500			GR	25,500	25,500
FY19-24 CIP TOTAL				\$95,394,956		\$45,689,538		\$46,251,195		\$24,612,825		\$10,612,575		\$60,061,575		\$282,622,664	\$282,622,664

		FY19	FY20	FY21	FY22	FY23	FY24	TOTAL	
ACB --- Art Culture Board		7,500	0	0	0	0	0	7,500	--- ACB
BHCG --- Black Hawk County Gaming Grant		1,331,829	1,261,383	347,400	1,527,400	0	500,000	4,968,012	--- BHCG
CDBG --- Community Development Block Grant		140,000	265,000	190,000	190,000	190,000	190,000	1,165,000	--- CDBG
CF --- Community Foundation		123,000	0	125,000	0	0	0	248,000	--- CF
CFHS --- Cedar Falls Historical Society		82,700	0	0	0	0	0	82,700	--- CFHS
CFU --- Cedar Falls Utility		4,858,885	520,980	499,700	0	0	0	5,879,565	--- CFU
CIF --- Cultural Improvement Fund		20,200	10,000	35,900	0	0	180,000	246,100	--- CIF
CMS --- Community Main Street		209,258	114,412	84,516	99,000	99,000	75,000	681,186	--- CMS
CP --- Capital Projects		135,000	135,000	135,000	225,000	135,000	135,000	900,000	--- CP
CTF --- Cable Television Fund		105,000	395,000	105,000	105,000	105,000	105,000	920,000	--- CTF
DPR --- Data Processing Receipts		438,500	216,325	176,075	147,075	120,075	190,575	1,288,625	--- DPR
FEMA --- Federal Emergency Management Agency		1,300,000	0	0	0	0	0	1,300,000	--- FEMA
FR --- Flood Reserve		425,695	375,000	0	1,000,000	0	0	1,800,695	--- FR
FRIEND --- Friends of the Public Library		27,500	0	0	0	0	0	27,500	--- FRIEND
FIS --- Federal or State Funding		13,291,419	11,558,190	8,279,015	1,723,375	25,000	1,232,000	36,108,999	--- FIS
GFS --- General Fund Savings		6,896,211	50,000	525,000	400,000	0	0	7,871,211	--- GFS
GIF --- Golf Improvement Fund		0	176,000	0	85,000	0	0	261,000	--- GIF
GO 2018 --- General Obligation Bond		3,133,712	91,000	20,000	0	0	0	3,244,712	--- GO 2018
GO 2020 --- General Obligation Bond		211,000	1,292,000	1,710,000	50,000	0	0	3,263,000	--- GO 2020
GO 2022 --- General Obligation Bond		0	0	298,000	2,276,000	690,000	0	3,264,000	--- GO 2022
GO 2024 --- General Obligation Bond		0	0	0	0	60,000	3,255,000	3,315,000	--- GO 2024
GR --- General Revenue		345,700	417,000	528,000	279,000	333,500	202,000	2,105,200	--- GR
H/M --- Hotel/Motel Tax Receipts		285,000	95,000	245,000	95,000	145,000	195,000	1,060,000	--- H/M
HOME --- HOME Investment Partnerships Program		30,000	30,000	30,000	30,000	30,000	30,000	180,000	--- HOME
HT --- Health Trust		0	0	20,000	0	0	75,000	95,000	--- HT
LST --- Local Sales Tax (LST)		10,033,205	7,362,805	5,478,000	5,723,000	3,813,000	5,850,000	38,260,010	--- LST
MET --- MET Transit		0	15,000	0	15,000	0	45,000	45,000	--- MET
PF --- Police Forfeiture		3,000	16,375	3,375	3,375	0	0	26,125	--- PF
PMF --- Parking Meter Fund		50,000	50,000	56,668	74,000	74,000	50,000	354,668	--- PMF
PRIV --- Private Contribution		6,100,000	3,597,500	1,878,500	945,000	300,000	1,055,000	13,876,000	--- PRIV
RCCIP --- Recreation Center Capital		75,000	828,000	756,500	47,000	0	1,305,000	3,011,500	--- RCCIP
REF --- Refuse Fund		220,000	545,000	206,670	515,000	240,000	190,000	1,916,670	--- REF
RR --- Railroad CN		28,000	0	0	0	0	0	28,000	--- RR
SA --- Special Assessment		75,000	75,000	75,000	75,000	75,000	75,000	450,000	--- SA
SBPF --- Softball Player Fund		0	15,000	75,000	0	0	0	90,000	--- SBPF
SCF --- Street Construction Fund		4,460,800	1,414,700	1,823,160	1,864,000	1,649,000	877,000	12,088,660	--- SCF
SCHOOLS --- School		726,312	10,000	0	0	0	0	736,312	--- SCHOOLS
SRB-5 --- Sewer Revenue Bond - 5		980,000	0	0	0	0	0	980,000	--- SRB-5
SRB-6 --- Sewer Revenue Bond - 6		720,000	1,600,000	0	0	0	0	2,320,000	--- SRB-6
SRB-7 --- Sewer Revenue Bond - 7		0	0	8,000,000	0	0	0	8,000,000	--- SRB-7
SRB-8 --- Sewer Revenue Bond - 8		0	0	0	0	0	42,000,000	42,000,000	--- SRB-8
SRF --- Sanitary Sewer Rental Fund		335,000	1,525,000	970,000	840,000	470,000	465,000	4,605,000	--- SRF
STG --- State Tax Grant		2,750,000	0	0	0	0	0	2,750,000	--- STG
STW --- Storm Water Fund		1,620,000	585,000	665,000	165,000	365,000	140,000	3,540,000	--- STW
TIF-CH --- Tax Increment Financing - College Hill		30,000	145,000	105,000	10,000	75,000	75,000	440,000	--- TIF-CH
TIF-DT --- Tax Increment Financing - Downtown		823,000	2,063,038	1,654,716	1,669,600	1,124,000	1,100,000	8,434,354	--- TIF-DT
TIF-UN --- Tax Increment Financing - Unified Industrial Park		8,057,030	3,845,830	4,038,330	630,000	30,000	30,000	16,631,190	--- TIF-UN
TIF-PP --- Tax Increment Financing - Pinnacle Prairie		120,000	120,000	117,500	375,000	0	0	732,500	--- TIF-PP
TIF-SCF --- Tax Increment Financing - South Cedar Falls		4,375,000	4,487,500	6,507,500	3,080,000	115,000	120,000	18,685,000	--- TIF-SCF
TRC --- Tourism Cash Reserves		5,000	2,000	0	0	0	0	7,000	--- TRC
UA-TJ --- University Avenue Transfer of Jurisdiction		20,000,000	0	0	0	0	0	20,000,000	--- UA-TJ
UNI --- University of Northern Iowa		15,000	15,000	0	0	0	0	30,000	--- UNI
VRF --- Vehicle Rental Fees		355,000	329,000	486,670	350,000	350,000	350,000	2,220,670	--- VRF
WART --- Wartburg College		7,500	7,500	0	0	0	0	15,000	--- WART
WLOO --- City of Waterloo		33,000	33,000	0	0	0	0	66,000	--- WLOO
TOTALS:		\$95,394,956	\$45,689,536	\$46,251,195	\$24,612,825	\$10,612,575	\$60,061,575	\$282,622,664	TOTAL
GO-2018 Amounts:		3,133,712	91,000	20,000	0	0	0	3,244,712	GO-2018 Bond
GO-2020 Amounts		211,000	1,292,000	1,710,000	50,000	0	0	3,263,000	GO-2020 Bond
GO-2022 Amounts		0	0	298,000	2,276,000	690,000	0	3,264,000	GO-2022 Bond
GO-2024 Amounts		0	0	0	0	60,000	3,255,000	3,315,000	GO-2024 Bond
SRB-5		980,000	0	0	0	0	0	980,000	SRB-5
SRB-6		720,000	1,600,000	0	0	0	0	2,320,000	SRB-6
SRB-7		0	0	8,000,000	0	0	0	8,000,000	SRB-7
SRB-8		0	0	0	0	0	42,000,000	42,000,000	SRB-8
Capital Projects:		135,000	135,000	135,000	225,000	135,000	135,000	900,000	Capital Projects
Bonds/CapProj:		\$5,179,712	\$3,118,000	\$10,163,000	\$2,551,000	\$885,000	\$45,390,000	\$67,286,712	Bond/Capital Projects Total

**FY19 - FY24 CAPITAL IMPROVEMENTS PROGRAM SUMMARY
CITY OF CEDAR FALLS
LIST OF UNMET NEEDS**

#	PROJECT	DEPT/ DIV	REQUESTED AMOUNT
A	Bridges/Culverts: Center Street Bridge Rail	CD/ENG	180,000
B	Bridges/Culverts: N. Main Street Bridge Handrailing	CD/ENG	225,000
C	Bridges/Culverts: Tremont Street Bridge Replacement	CD/ENG	375,000
D	Bridges/Culverts: Union Road Box Culvert Replacement	CD/ENG	405,000
E	Industrial & City Development: Capital Way Street Extension	CD/ENG	95,500
F	Industrial & City Development: Waterway Avenue Extension	CD/ENG	225,000
G	Parking Lot: City Hall	CD/ENG	50,000
H	Parking Lot: Nordic Ridge Water Quality Improvements	CD/ENG	200,000
I	Sidewalks/Trails: Cedar Heights Drive Shoulder Improvements	CD/ENG	325,000
J	Sidewalks/Trails: Center Street	CD/ENG	125,000
K	Sidewalks/Trails: Danish Drive Infill	CD/ENG	8,000
L	Sidewalks/Trails: Devlin Circle Sidewalk Infill	CD/ENG	10,000
M	Sidewalks/Trails: Hudson Road Trail - Prairie Lakes	CD/ENG	445,000
N	Sidewalks/Trails: Hwy 58 Recreation Trail to UNI Campus	CD/ENG	1,000,000
O	Sidewalks/Trails: Lloyd Lane Sidewalk Infill	CD/ENG	30,000
P	Sidewalks/Trails: Magnolia Drive Sidewalk Infill	CD/ENG	26,000
Q	Sidewalks/Trails: McClain Drive Sidewalk Infill	CD/ENG	50,000
R	Sidewalks/Trails: State Street Infill	CD/ENG	6,000
S	Sidewalks/Trails: Trail Oversizing	CD/ENG	120,000
T	Sidewalks/Trails: Tremont Street Infill	CD/ENG	6,000
U	Sidewalks/Trails: Valley High Drive Sidewalk Infill	CD/ENG	15,000
V	Sidewalks/Trails: Veralta Infill	CD/ENG	32,400
W	Sidewalks/Trails: Viking Rd. Sidewalk Infill	CD/ENG	170,000
X	Sidewalks/Trails: W. 12th Street Sidewalk Infill	CD/ENG	25,000
Y	Storm Sewer: Terrace Drive Storm Sewer Extension	CD/ENG	200,000
Z	Streets: Ashworth Drive Extension	CD/ENG	275,000
AA	Streets: Barnett Drive Extension	CD/ENG	1,800,000
BB	Streets: Greenhill Road Corridor Lighting	CD/ENG	222,500
CC	Streets: Greenhill Road/University Avenue Landscaping	CDE/ENG	175,000
DD	Streets: West 18th Street Extension	CD/ENG	250,000
EE	Streets: West 23rd Street Reconstruction	CD/ENG	500,000
FF	Streets: West 27th Street Widening	CD/ENG	825,000
GG	Center Street Trail - Paved Shoulder	CD/PLAN	473,000
HH	Flood Control: Cedar River Safety & Whitewater Phase II	CD/PLAN	15,000,000
II	Sidewalk/Trails: Recreational Trail Signage Study	CD/PLAN	15,000

Capital Improvement Program

City of Cedar Falls

JJ	University Branch - Dry Run Creek Floodplain Remapping	CD/PLAN	45,000
KK	Dentention Basin Floor Repair	CD/WTR	30,000
LL	Park Drive Forcemain	CD/WTR	1,500,000
MM	Plant Lift Station VFD Upgrades	CD/WTR	50,000
NN	Sludge Pump Replacements	CD/WTR	20,000
OO	Ulrich Park Lift Station	CD/WTR	2,000,000
PP	Greenhill Road Drainage Improvements	MOP/PARK	287,000
QQ	Park/Playground Development - NEW	MOP/PARK	300,000
RR	Parkland Purchase	MOP/PARK	250,000
SS	Replace & Renovation of Skate Park Obstacles	MOP/PARK	100,000
TT	Service Club Entrance Sign	MOP/BLDG	50,000
UU	Equipment Maintenance Facility Expansion	MOP/STR	1,080,000
VV	Hazardous Materials Upgrade	PSS/FIRE	5,000
WW	Replacement of Thermal Imaging Units	PSS/FIRE	38,300
XX	Technical Rescue Equipment & SCBA	PSS/FIRE	65,000
	TOTAL		\$ 29,704,700

CIP PROJECT DESCRIPTIONS

1. **Bond Fees:** Bond fees pay for the financial and legal costs of the sale of general obligation bonds.
2. **Capitalized Interest:** Capitalized interest pays for the interest costs incurred between the time of the bond sale and the first property tax levy.
3. **Vehicle Replacement Program:** These are projected capital costs for equipment replacement paid from the Vehicle Replacement Fund through the annual amortization of vehicles owned by each fund or division. Also included are large equipment purchases for the street, sewer, and refuse funds, which are paid for from these user fees accordingly.
4. **Cable TV Equipment Upgrades:** General Yearly Equipment Upgrades
5. **Studio Camera Replacement:** Replacing studio cameras, CCU control units and viewfinders.
6. **Video Switcher/Replay replacement:** Replacing the video switchers and replay system.
7. **Business Continuity:** This project provides hardware and software, outside of City Hall, for continued telephone and email communications during a failure of City Hall systems. Ongoing software costs.
8. **CIP/Capital Asset Software:** Replace current capital asset system and/or purchase a new program that would allow for more efficient development of the annual CIP.
9. **Computer Equipment and Software:** Software and equipment costs for city-wide computer systems.
10. **Copiers/Printers:** Replace copiers/printers throughout the city.
11. **Document Imaging:** We continue to expand the document imaging capability in City departments, replacing equipment as necessary.
12. **Geographic Information System (GIS):** Software and equipment to support a centralized spatial database & applications to support Citywide business processes.
13. **Mid-Range Operating System Upgrade:** This project provides ongoing upgrades to the iSeries. Memory and storage upgrades are required every 5 years with full system replacement every 10 years

14. **City of Cedar Falls Mobile App:** This project is the design and initial installation of a mobile App as well as ongoing annual costs. The costs are prorated to each department's computer services budget line item based on a pre-determined formula.
15. **Mobile Data Computer – Police:** This will be the fifth installation/replacement of mobile computers in patrol vehicles. Replacement is done by individual vehicles as equipment fails followed by bulk purchase to maintain model and connectivity compatibility between vehicles.
16. **Network Upgrades:** Software and equipment costs supporting the Wide Area Network. Replaced equipment relocated to Disaster Recovery.
17. **Phone System Replacement:** A system replacement will be necessary as current phone sets fail, to upgrade the voice messaging system and to replace telephone cabinets first installed in 1996.
18. **New Application Tracking System:** Allows applicants to download resumes and applications via software.
19. **Penetration Security Testing Services:** An authorized simulated attack on a computer system, performed to evaluate the security of the system. The test is performed to identify both weaknesses, including the potential for unauthorized parties to gain access to the system's features and data.
20. **Circulation Desk:** The new desk will handle the 35,000 registered users of the library. The circulation desk staff register the majority of the library cards, checkout and renew material and obtain interlibrary loans for patrons. This project will be funded primarily with Cedar Falls Community Foundation funds.
21. **Maker Space/Co-Lab:** An area set aside for collaborative, resource sharing opportunities. The area allows for interactive, educational programming activities, community engagement and more.
22. **Handicap Access Improvements:** General eligible handicap access improvements and sidewalk replacements to be provided on a city-wide basis that include ramps, doors, fixtures, and park equipment.
23. **Housing Rehabilitation:** The City will continue to preserve the owner-occupied, single-family housing stock of its neighborhoods by making funds available for housing rehabilitation.
24. **Bridges/Culverts – Black Hawk Rd Box Culvert Replacement:** Remove and replace the existing steel I-beam bridge with a box culvert.

25. **Bridges/Culverts - Campus Street Box Culvert Replacement:** Campus Box Culvert Project will remove and replace the existing reinforced concrete box culvert with a new culvert. The current box culvert is in poor condition with advanced deterioration. The bridge will be maintained by Public Works and paid for with Storm Water Funds.
26. **Bridges/Culverts – Inspections/Repairs:** Alternating year inspection program of the 63 bridges in the City of Cedar Falls required by the State of Iowa and financed through Road Use Taxes. There will be no effect on the General Fund Operating Budget.
27. **Bridges/Culverts – Olive Street Box Culvert Replacement:** Olive Street Box Culvert Replacement Project will remove and replace the existing 2 span slab bridge with a twin 10x8 box culvert. The current bridge is in poor condition with advanced deterioration.
28. **Bridges/Culverts – Ridgeway Avenue Bridge Replacement:** Ridgeway Avenue Bridge project will remove and replace the existing bridge with a new bridge.
29. **Bridges/Culverts – W. 20th Street Box Culvert Replacement:** W. 20th Street Box Culvert Replacement project will remove and replace the existing 2 span slab bridge with a twin 10x8 box culvert. This will be paid for with Storm Water funds and maintained by Public Works.
30. **Bridges/Culverts – Walnut Street Bridge Replacement:** Walnut Street Bridge replacement will remove and replace the existing bridge with a new culvert. This will be paid for with the Storm Water Fund and will be maintained by Public Works.
31. **Flood Control – Cedar River Recreational Bank Improvements Ph I:** This project will study and construct the bank improvements along the river from the Center Street Bridge to the downstream side of the W. 1st Street Bridge.
32. **Flood Control – Cedar River Safety and Whitewater Improvements Ph I:** This project will study and construct the recreational improvements in the river. This project includes the safety improvements at the Gateway Park Dam along with additional whitewater features.
33. **Flood Control – Cedar River Levee Improvements:** The City will be increasing the levee to the 500-year flood stage protection. The City was awarded a sales tax increment grant from the State of Iowa, however, GO funding may be necessary to cashflow the project. The levee will be maintained by both the Public Works Department and Engineering Division.
34. **Flood Control – Cedar River Levee Maintenance:** The maintenance of the levee will include the removal of large trees and animal burrows. This will be an operational cost that will need to be budgeted on an on-going basis.

35. **Industrial and City Development: Infrastructure Oversizing:** This project would provide funding when there's a project where the City must participate in oversizing sanitary sewer, storm sewer, or the street.
36. **Industrial and City Development – McMahon First Addition Park:** This project will grade and seed Lot 2 of the McMahon First Addition. Lot 2 will be developed for a future City park.
37. **Industrial & City Development – Venture Way Street Extension:** This project will extend Venture Way to the limits of the platted area within the industrial park.
38. **Parking Lot – Improvements:** An ongoing program to improve municipal parking lots and paid by parking fund revenues. The program alternates improvements between College Hill and Downtown areas. These projects will not have an effect on the General Fund Operating Budget and will be maintained by the Public Works Department.
39. **Parking Lot – South Main Street Parking Lot:** This project will construct a small parking lot adjacent to South Main Street for trail accessibility. Additionally, this project will construct 5' shoulders along a portion of South Main Street.
40. **Sanitary Sewer - Ice House Museum Sanitary Sewer Service:** This project will provide the Ice House Museum with sanitary sewer service. There will not be an effect on the operating budget because the Cedar Falls Historical Society is funding.
41. **Sidewalks/Trails – Assessment Program:** This is a multi-year program which addresses non-ADA compliant private sidewalks.
42. **Sidewalks/Trails – Briarwood Hills Drive Sidewalk Infill:** This project will construct sidewalk along the east side of Briarwood Hills Drive south approximately 115'. This will connect the existing sidewalk at 4320 Briarwood Hills Drive to the Greenhill Road Trail.
43. **Sidewalks/Trails – Campus Street Sidewalk Infill:** This project will construct sidewalk along the eastern side of Campus Street from W 20th Street south approximately 140 feet and from W. 22nd Street north approximately 380 feet. Sidewalk will connect Sunnyside Addition to the University of Northern Iowa Campus.
44. **Sidewalks/Trails – Greenhill Drive Sidewalk Infill:** This project will construct sidewalk along the north side of Greenhill Drive from Wedgewood Drive east approximately 640'. This sidewalk will connect the new Hanna Park Commercial Addition Lot 5 to the Hanna Park Addition.

45. **Sidewalks/Trails – Hudson Road Recreation Trail Phase IV:** This project will install a new recreation trail along the west side of Hudson Road from W. 12th Street to W. 8th Street. This will connect the existing trail on W. 12th Street to the sidewalk on W. 8th Street and Hudson Road. This will impact the debt service levy and will be maintained by the City parks division.
46. **Sidewalks/Trails – Lake Street Trail:** This project will install new HMA recreational trail on the south side of Lake Street from Central Ave. to Big Woods Lake Recreation area. The Municipal Operations & Programs has already prepared the base for the trail along Lake Street.
47. **Sidewalks/Trails – Reconstruction Program:** This is a multi-year program which addresses public sidewalks, installs new sidewalks to schools with inadequate sidewalk access and completes gaps in the sidewalk system. This replaces deficient public sidewalks and reduces public liability.
48. **Sidewalks/Trails – Rownd Street Sidewalk Infill:** This project would construct sidewalk on the west side of Rownd Street from Hawthorne Drive to Sunnyside Drive. This project would allow the students walking to school north of Hawthorne Drive to cross the street at the pedestrian traffic signal.
49. **Sidewalks/Trails – Trail Reconstruction:** This project addresses major changes needed at specific locations of the trail network. It may include steep slopes, unsafe crossings, erosion, sight visibility issues, or other aspects that require design and reconstruction to complete.
50. **Sidewalks/Trails – Union Road Trail Phase II:** Union Road Trail project will install a 10 feet wide trail along Union Road from West 12th Street to West 27th Street.
51. **Sidewalks/Trails – W. 3rd Street Sidewalk Infill:** This project would construct 135 feet of sidewalk adjacent to 1926 W 3rd St. This project completes the gap in sidewalk to Highland Drive.
52. **Sidewalks/Trails – E. 8th Street Sidewalk Infill:** This project would construct 1250 feet of sidewalk from Division Street to Hudson Road along the south side of W. 8th Street.
53. **Sidewalks/Trails – W. 20th Street Sidewalk Infill:** This project will construct 200 feet of sidewalk from College Street to the existing sidewalk at 1000 W. 20th Street.
54. **Signalization of Hudson Road/Ridgeway Intersection:** This project will include the design/installation of traffic signals at the intersection of Hudson Road/Ridgeway Avenue to accommodate continued growth in this area of the City.
55. **Storm Water – Big Woods Road Ditch Improvements:** This project will provide erosion protection from Dunkerton Road north approximately 750 feet.

56. **Storm Water – Cedar Heights Storm Sewer:** This project would construct a storm sewer from Rainbow Drive to a point 550 feet south. This project would be completed with the Cedar Heights reconstruction in the annual pavement management program.
57. **Storm Water – Clay Street Park Drainage:** This project will provide an over-land route and/or drainage improvements from the Clay Street Park to Washington.
58. **Storm Water - Comprehensive Watershed Assessment:** This project would complete our NPDES Permit required for all of the watersheds within the city limits. Currently the Dry Run Creek, Brandilynn, Green Creek and Cedar River North watersheds have been assessed.
59. **Storm Water – Drainage Studies:** This project analyzes drainage patterns and issues subwatersheds within Cedar Falls. The study would identify improvements need that can be done in conjunction with the Annual Pavement Management Program.
60. **Storm Water – Erosion Repair Project:** This project will repair drainage areas on public property or in drainage easements. The project will stabilize the drainage area and prevent future erosion. This project will be paid for by the Storm Water Fund.
61. **Storm Water – Greenhill Road Ext. Bioretention Swales/Cells:** This project will create bioretention swales and cells in commercial areas along the Greenhill Road extension to treat storm water runoff, improving water quality in receiving streams and alleviate storm water runoff problems. Funding will be from the Storm Water Fund and grants from State Funds.
62. **Storm Water – Greenwood Cemetery Slope Repair Project:** This project is a continuation of Greenwood Cemetery Slope repair to clear sections of the slope, remove the overburden, reconstruct the slope, fertilize and mat the surface. This project will prevent any further large slides.
63. **Storm Water: - Hudson Road Subdrain:** This project will provide subdrain on Hudson Rd. from the UNI Media Drop Off Driveway south to the pedestrian bridge.
64. **Storm Water – Mandalay Drive Slope Repair:** This project will repair portions of the slope that have failed and were left at the time of project closeout. Storm Water funds will be used.
65. **Storm Water – Permeable Alley Program:** This project will create 3 permeable alleys per year in residential and commercial areas to treat storm water runoff, improve water quality in receiving streams and alleviate storm water runoff problems.

66. **Storm Water – University Avenue Bioretention Swales/Cells:** This project will create bioretention swales and cells in commercial areas along University Avenue to treat storm water runoff, improve water quality in receiving streams and alleviate storm water runoff problems. Funding will be from the Storm Water fund and grants from State funds.
67. **Streambank Stabilization – Trail Realignment:** This project will realign existing pedestrian trails and stabilize the river bank erosion. This project is located on Cedar Valley Lakes south of Beech Ave. approximately 400'.
68. **Streets - Annual Street Repair Program (Resurfacing and Reconstruction):** The Street Repair Program is financed by local sales tax revenues. The program is cash flowed annually by option tax revenues. This will have no effect on the General Fund Operating Budget.
69. **Streets – Cedar Heights Drive Reconstruction:** This project will remove and replace the Cedar Heights Drive from Greenhill Rd. to Viking Rd. This was last constructed in 1983.
70. **Streets: Center Street Improvements:** This project will focus on streetscape Improvements that may include constructing shoulder improvements, intersection improvements at Center Street & Cottage Row Rd., decorative lighting, pavers, bioswales and drainage improvements.
71. **Streets – Center Street Trail:** This project will construct a recreational trail along the west side of Center Street from Cottage Row Road to Lone Tree Road.
72. **Streets – Center Street Railroad Crossing:** This project will improve the Center Street Railroad Crossing north of W. 1st Street. The project will be completed by the CN with a 60-20-20 agreement. The agreement will be with the CN, State, and City.
73. **Streets – Greenhill Road Extension (Hudson Road to 27th Street):** This project provides for the future extension of Greenhill Road from Hudson Road west and north to intersect with University Avenue and West 27th Street. This will provide an alternate access to and from the UNI west campus area and will help alleviate traffic congestion and provide an alternative exit route after events at the UNI Dome and McLeod Center. This project will extend sidewalk along the south side of 27th Street from Nebraska Street westerly to the new apartment complex.
74. **Streets: Greenhill Road & Hudson Intersection Improvements:** This project will complete intersection improvements for Greenhill Road at Ashworth Drive and Algonquin Drive and Hudson Road and Continental Access for the future development of 50 acres. This relates to the new proposed hospital project.
75. **Streets – Greenhill Road & South Main Street Intersection Improvements:** This project will reconstruct the intersection with separate turn lanes on Greenhill Rd. &

South Main St. This project will be undertaken in response to significant citizen concerns regarding the intersections safety.

76. **Streets – Hudson Road – W. 27th Street Intersection Improvements:** This project will complete intersection improvements for Hudson Road and W. 27th Street. This relates to the new proposed high school location.
77. **Streets – Hwy 58 Intersection and Viking Road Intersection Improvements:** This project will install an interchange at the Highway 58 and Viking Road intersection and study the Hwy 58 corridor. Additional funding included for pedestrian accommodations.
78. **Streets – Main Street Alley:** This project will reconstruct the alley between E. 1st Street and E. 2nd Street east of Main Street. This will be done to compliment the 100 Block Parking Lot project completed in 2017 by private development.
79. **Streets – Main Street Reconstruction:** This project includes design and reconstruction of Main Street from 6th Street south to Seerley Blvd. Analysis of opportunities for improved intersection operations, vehicular/pedestrian/bicyclist safety, and Complete Streets elements are involved. Currently, Main Street will be overlayed to extend its life until reconstruction can occur.
80. **Streets – Prairie Parkway & Viking Rd Traffic Signal:** This project will construct improvements at the intersection of Prairie Parkway & Viking Road. It includes extending a median west through Winterbury Drive, along Viking Road, for corridor functionality and safety.
81. **Streets – Ridgeway Avenue Reconstruction:** This project will reconstruct portions of Ridgeway Avenue installing improvements required for the Midland Atlantic Development (Mills Fleet Farm).
82. **Streets – Seal Coat Program:** Annual program to seal coat streets in accordance with the Pavement Management Plan. This will be financed with Local Option Sales Tax funds.
83. **Streets – Traffic Planning:** Perform subarea and corridor transportation plans, including analyses to define traffic forecasts, functional geometry, access management, traffic control for roadway improvements and Complete Street elements needed for the community.
84. **Streets – University Avenue (Hwy 58 to Eastern City Limits):** This project will be undertaken because of the significant deterioration of the roadway. This project includes amenities such as sidewalks, trails, bus pullouts & shelters, benches/trash receptacles as well as landscaping improvements. There will be no effect on the Debt Service Levy since GO funding will not be used for this project.

85. **Streets – Viking Road Extension Phase I:** This project will extend sanitary sewer, water main and Viking Road west of Production Drive by 500 feet. This will be certified in the Unified TIF district and TIF revenues will be used to repay the expense.
86. **Streets – Viking Road Extension Phase II:** This project will extend Viking Road west of the City limits approximately 1650' to serve the City owned industrial park.
87. **Streets - West 1st Street Reconstruction:** This project will reconstruct West 1st Street from Hudson Road to Franklin Street. This section of roadway is under IDOT jurisdiction; however, the City may have additional costs if this project is not on the IDOT's priority list. City local option sales tax funding will be used for the street portion of this project.
88. **Streets – W. 12th Street Extension:** This project will pay for the extension of W. 12th Street as part of the Agreement regarding annexation between Rocky Point, LC and the City of Cedar Falls. This will not impact the debt service levy since private funds are being used.
89. **Streets – W. 12th Street Reconstruction:** This project will reconstruct 1400 feet of roadway from College Street to Tremont Street. This project will address any intersection safety concerns at the intersection of Walnut Street and W. 12th Street.
90. **Streets – W. 22nd Street Realignment & Expansion:** This project includes addressing the intersection of College Street and W 22nd St., as development continues in this area. Aligning the intersection and providing an adequate street for functionality, safety and aesthetic improvements is needed.
91. **Streetscape – Downtown Brick Replacement:** This project is the cost to remove and replace the brick pavers for six years.
92. **Streetscape – Downtown Streetscape Plan Implementation:** This project would implement the priority phases of the Downtown Streetscape Plan. The effort focuses on decorative lighting, benches, trash receptacles and bike rack with pavers surrounding it.
93. **Hearst Center Expansion:** The expansion will allow for large audiences for fund raising events, exhibition space and classroom and meeting space. It will also provide for a larger community rental area, increase exhibition space on the upper level & classroom and meeting space on the lower level.
94. **Public Safety Building:** A new Public Safety building would house the staff for one fire station, the entire Police Division and the administrative offices for the Public Safety Services Department. There is a need for better facilities to include meeting rooms, offices, apparatus room and a more northern location for a fire station. The

land was purchased from Covenant at the current Emergency Services Building at South Main.

95. **Recreation Center Expansion & Land Acquisition:** The project will add an estimated 7,600 square feet. This addition will allow the City to offer a wider selection of programs and at more times. The addition will allow more flexibility in programming the different areas. The project is pending based on the usage study results.
96. **Recreation Center Usage/Need/Study:** The study will try and determine the cause for the modest drop in membership and determine what the Rec Center can do to keep and or increase membership, what areas of fitness are not being provided for the community and what changes in the facility are needed.
97. **Code Enforcement, Property Clean-Up, Condemnation:** The City of Cedar Falls has the authority to condemn any building or structure that may be deemed dangerous and unsafe for human habitation. This project provides for the on-going funding of property demolitions, debris removal and property clean up as part of the code enforcement program in the City.
98. **Property/Flood Buyouts:** The City will continue the voluntary flood buyout program in selected neighborhoods of both commercial and residential properties. Priority purchases are identified on the City's "priority buyout list" and will be targeted in flood prone areas of the City.
99. **Bike Network On-street Signage:** This project will fund signage and paint for the bicycle network.
100. **Bus Shelters & Related Amenities:** This project would include the installation of bus shelters and related amenities including but not limited to sidewalk connections, benches, and crosswalks along selected MET Transit routes.
101. **Comprehensive Plan and Zoning Code Update:** There is evidence that existing zoning regulations are preventing the market from fully meeting demand for the diversity of housing types, mixed use development, and revitalized commercial areas noted in the plan. The Zoning Code will be updated concurrently to facilitate development that furthers the goals identified in the new area plans.
102. **Conversion of rental homes back to 1-unit owner-occupied:** This incentive program is intended to be one tool to restore a better balance of owner-occupied homes within impacted neighborhoods. A forgivable loan program has been developed for individuals that would like to take a rental back to an owner-occupied house. This will work in concert with more restrictive zoning and increased code enforcement, in an effort to stabilize the community's older neighborhoods.

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- 103. 2016 Flood Recovery:** In 2016 Cedar Falls had the 2nd highest flood on record. Costs in FY19 are for approved voluntary flood buyout program that will acquire 14 properties. FEMA will pay for 75%, the State will pay for 10%, and the local match will be 15%.
- 104. Gibson Property Development:** The City of Cedar Falls acquired approximately 157 acres of land near the intersection of Hudson Road and US Highway 20 from the Gibson family for the purpose of future development. This project would include preparing a master development plan for the property, platting of the property into lots, utility design and installation, and roadway design and installation.
- 105. Industrial Park Land Acquisition:** The City has completed the expansion of the West Viking Road Industrial Park and development of the Northern Cedar Falls Industrial Park. As both of these parks grow, staff is continually exploring future possible land acquisitions to promote economic development and insure adequate available sites.
- 106. Mill Race Incentives:** The Mill Race Coworking & Collaboration space is a collaborative work environment used to host educational events, workshops and networking opportunities, as well as serve as a resource-rich environment where entrepreneurs and startups can work and thrive.
- 107. Northern Industrial Park - Insurance and Maintenance:** With the completion of the Northern Cedar Falls Industrial Park, the City will need to carry annual liability insurance on the City owned rail spur to comply with CN Railroad requirements. This will be an annual expense that will be reimbursed through the Unified TIF District.
- 108. Parking Lot – Drop Off Zones:** This project will create drop off zones on each block adjacent to Main Street to improve easy access to the downtown. Six short term drop off/pick up for vehicles will be created through striping and signage.
- 109. Parking Lot – Signage Improvements:** This project will replace downtown parking lot signage, with the goal of improving visibility of parking lots within the district. Nine signs are anticipated, throughout 5 public parking lots in the downtown district.
- 110. Parking Lot – Wayfinding Signage Improvements:** This project will replace and add to downtown wayfinding signage, with the goal of improving directions to parking lots and their visibility within the district. It anticipates two wayfinding signs at each intersection for every block on Main St., Washington & State.
- 111. Prairie Parkway Landscaping/Beautification:** Project would include aesthetic and landscaping improvements, such as trees along Prairie Parkway and potentially other areas/roadways within the Pinnacle Prairie Urban Renewal area.

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- 112. River Place Development Project:** The City has transferred ownership of the land along the “State Street Corridor” to River Place Properties. River Place Properties completed construction of their first residential building. The final phase of the development is the River Place Plaza, which will begin construction in 2019. Project also includes yearly budgeting for downtown parking expansion with funding from Community Main Street.
- 113. Wayfinding Signage Plan:** Install a series of wayfinding signage throughout the community in order to promote and direct travelers to the City’s historical, cultural and commercial areas.
- 114. Building Maintenance:** This includes block repair, waterproofing and tuck-pointing as needed on the block buildings maintained by the Water Reclamation Division.
- 115. Facility Master Plan Update:** The IDNR requires an update to the facility Nutrient Reduction Plan to be submitted by May 1, 2021. This will update a Master Plan for the facility to help with planning for nutrient reduction and other future regulatory changes.
- 116. Hudson Road Lining:** This project involves lining decaying concrete lines along Hudson Road
- 117. Lift Station Electrical Upgrades:** This is for a large portable generator. Improvements at Park Drive lift station have created this need. If we have widespread power loss we will not be able to keep these lift stations operational. A portable generator is more versatile and less expensive than an in-place generator.
- 118. Mower/Snowblower:** Replacement of current lawn tractor rather than maintaining existing tractor, which will be more expensive.
- 119. Nutrient Removal/Facility Plan:** This is an area DNR/EPA will focus on in the future. Nutrients pose potential problems in the river. The evaluation process for this project has been started. In coordination with this project, a study of the Water Rec Facility will be done to determine if more space is needed to comply with DNR regulations.
- 120. Oak Park Sewer Replacement Project:** The elevated portion of this line collapsed in December 2018 and a temporary repair was made. A permanent repair will need to be made as soon as possible to avoid overflows or basement back-ups.
- 121. Plant Digester Rehabilitation:** Rehabilitation of the plant digesters is needed to update, repair, and replace existing digesters to meet future regulations and population growth.
- 122. Sanitary Sewer Infiltration & Inflow Reduction Project:** This project is aimed at reducing extraneous flows to the Water Reclamation Facility during wet weather, in

response to pressure from EPA & DNR. It could encompass a program to grout lateral service lines and/or involve property owners in disconnecting footing drain connections and illegal sump pump connections to the sanitary sewer.

- 123. Sanitary Sewer Spot Repairs/Emergency:** Some streets that are to be reconstructed or overlaid have damaged spots in the sanitary sewer and are repaired prior to the street's improvement in an effort to keep the street's surface integrity from being affected by sewer repairs. These funds also may be used if emergency repairs need to be made.
- 124. Sartori Trust Farm Improvements:** This farm is used extensively for our biosolids land application program and generates revenue for the Health Trust Fund. Improvements are needed periodically either to satisfy USDA requirements, or to solve problems the tenant or city may be having, or enhance productivity of the soil.
- 125. Sewer Collection System Expansion Study:** In order to prepare for future growth, planning of infrastructure needs to be completed with information and understanding of the condition and size of the current system and how best to proceed with extending this. This should be completed over three years.
- 126. Sipline Existing Sanitary Sewers:** An ongoing process of repair and refurbishing existing sewer lines. A very cost effective method of increasing the strength of a line while decreasing the infiltration. A decrease in infiltration is very beneficial to the WWTP.
- 127. Third Stage Trickling Filter Distributor:** The existing distributor has been in service for 15 years in a wet, corrosive environment and has significant corrosion. Failures are imminent. The manufacturer will replace the distributor with a new one that is stainless steel and much more corrosion resistant.
- 128. UV Disinfection Bulb Replacement:** The bulbs used in the disinfection process have a lifespan of 1200 hours. They will need to be replaced to maintain permit requirements.
- 129. Water Line Extensions:** The Cedar Heights & Ridgeway lift stations are the largest lift stations still using well water. The quality of the water could be improved and maintenance on the well pumps and water supply systems could be eliminated if served by city water. This project will have little impact on the budget.
- 130. 17th Street Lift Station Pump Repairs:** One of the pumps at 17th Street Lift Station has a seal to replace after building heat was lost and a water line froze.
- 131. Seal Coat/Asphalt Overlay Program - Park & Cemetery:** Park roadways and parking lots. This is an alternating year program utilized to maintain park roadways and parking lots.

132. **Trail Maintenance:** Funded by Hotel/Motel Tax revenue on an annual basis for structural repairs to the existing recreation trail system. The goal is to only utilize a portion of the funds annually so that a reserve fund will accumulate.
133. **Cemetery Road Construction and Improvements:** An expansion of Fairview cemetery is needed to facilitate additional grave spaces. This project will involve construction of approximately 750' lineal feet of new road way. Additionally, some of the old concrete access roads in Greenwood Cemetery will need to be reconstructed or restored.
134. **Golf Maintenance Complex Parking:** Public facility improvements to Golf Maintenance parking lot. An aggressive seal-coating project in alternate years will maintain the surface for future years.
135. **Pheasant Ridge Cart Path Renovations:** Some of the older cart paths at Pheasant Ridge need to be replaced. There are also some additional paths that need to be constructed adjacent to more heavily used areas. The paths will be constructed with either asphalt or concrete.
136. **Pheasant Ridge Improvements:** Continue improvements based on Master Plan developed by Garrett Gill. Project scope would be to fix ground water issues on holes #7 and #13, drain sand traps and possibly install new forward tees.
137. **Pheasant Ridge Pro Shop – Water and Sewer Extension:** Extend City Water and Sewer to Pro Shop building at Pheasant Ridge. This building is currently served with a well. Extending water service will increase water quality and reduce well maintenance.
138. **Landscaping Roadways/Monument Signage:** Beautification of thoroughfares, roadways and intersections throughout the community. There is inadequate staffing to implement the plan, so private landscape contractors will need to be hired to install the projects. Staff estimates that full implementation of a city-wide project will take approximately 10-15 years to complete at the current funding levels.
139. **Park Development – New:** This is a yearly fund utilized to develop new parkland. Improvements anticipated including recently purchased land with the school system in SW Cedar Falls, and improvements in Northern Cedar Falls based on Northern Cedar Falls Rec & Maintenance plan. Projects are identified and prioritized by staff and Park and Recreation Commission.
140. **Northern Cedar Falls Landscape Improvements:** The Park Division is proposing to plant wildflowers, trees and turfgrass on select flood buyout as defined on the Northern Cedar Falls Recreation and Maintenance Plan prepared by Confluence. The goal is to make the properties more reflective of the Park System, upgrade neighborhood aesthetics while reducing long term maintenance costs.

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- 141. Asphalt Paving of Select Alleys:** This project includes asphalt paving of alleys that consistently wash out during heavy rainfall. The intent would be to pave approximately two blocks of problem alleys each year with an invert to keep storm water flowing in the center in order to prevent granular material washing out into streets and entering the storm sewer system.
- 142. Big Woods Campground Cabins:** Depending on success of the campground, there is room to construct additional cabins along Lake Street.
- 143. Emerald Ash Borer – Removal of Ash Trees:** The emerald ash borer is a pest of ash trees native to Asia. It was first discovered in North America in 2002 and has killed millions of ash trees and caused thousands more to be removed due to its slow spread. The costs are anticipated to cover trees on public property only.
- 144. Fleet Wash Bay – In House:** This project consists of creating a wash bay within the PW/Park Div. complex to clean all types of equipment including mowing equipment, ice control equipment and excavation equipment. This facility will include a separation containment to capture nitrates, salt, siltation, petroleum wash off, etc. in an effort to meet EPA requirements.
- 145. Fuel System Upgrade:** This project will include an upgrade to the fuel island at the Bluff Street Complex along with electronic upgrade for both fuel sites. The current technology being used to identify vehicles is outdated. Parts and support are no longer available for the Vehicle Identification Units.
- 146. Inclusive Park (Place to Play Playground):** It is intended to design and construct a play area that will provide recreation opportunities for individuals of all ages who have special needs. The plan will include play equipment, safety surfacing, fencing, restroom and parking. As the project develops, total project costs and funding sources will be adjusted.
- 147. Island Park Masterplan:** Increased flooding is impacting Island Park and increasing staff time for cleanup and repairs. This proposal is to have a consultant study the issues and develop plans to reduce maintenance needs.
- 148. Park Improvements:** An ongoing project of improving existing parks and park infrastructure. Currently the City has over 1,000 acres of parkland and these funds allow us to upgrade various parks as needed. Staff and Park and Recreation Commission prioritize the projects annually. Examples of past projects that have been constructed using these funds have been the large shelter and ice/roller blade rink in Gateway Park, disc golf course update at Tourist Park, and small shelters at various parks. Park staff will construct improvements as part of an annual work plan and as resources are available. Future maintenance will occur related to repair of structures or improvement due to vandalism or usual wear. The annual park operating and capital budgets will pay ongoing maintenance costs.

- 149. Roof addition to Restroom Structures:** The park system has three holding tank restrooms. It is proposed covering the restrooms with roofs and installing a stack system will help draw out the odor of the facilities.
- 150. Roundabout Landscape Improvements:** This project involves creating landscaping similar to University Avenue on existing roundabouts. Three of the major roundabouts include Prairie Parkway & Brandilynn, Cedar Heights & Viking, and Ridgeway & Chancellor.
- 151. Security System Upgrade – PW Complex:** This project will include replacement of aging video recording and camera equipment. Locations include the PW/Park Complex and the Central Complex located at 1500 Bluff St.
- 152. Street Tree Replacement:** The City is currently removing approximately 250 street trees annually. These removals are due to age, damage from storms and the Emerald Ash Borer.
- 153. Bess Streeter Park Playground Equipment Upgrade:** Playground equipment upgrades for Bess Streeter Park have been requested by neighbors.
- 154. New Community Tennis Court Amenities:** New Tennis Courts have been constructed on the UNI campus at 19th and Campus Streets. The initial bid package did not include items such as trees, bike racks, benches, bleachers and shade structures. It is proposed that the City participate with UNI and Cedar Falls schools on these amenities.
- 155. New Park Identification Signage:** The current park identification signage has been in place in some locations since the 1970's. Many of the signs are routed wood that is stained and painted. Due to the exposure to the elements, frequent maintenance of the signs is necessary. This proposal involves working with a sign company for consistency/standardization of signs throughout the park system and provide branding that is consistent with other area signage.
- 156. Parks and Public Lands Master Plan:** The last Park Plan was completed in 1996. Since 1996 the City has experienced growth to the south and west and changes to the northern Cedar Falls area due to flood buyouts. In addition, recreation preferences have changed over time. This plan will consolidate previous plans including the northern Cedar Falls Recreation and Maintenance plan found in the most recent comprehensive plan.
- 157. Peet Tennis Court Renovations:** The surface on the tennis courts at Peet have become cracked and are in need of repairs. The project would include sealing the cracks, painting on a new surface and restriping the lines.

158. **Project Seeding:** As part of the new school project a portion of land west of the school will be developed as a City park. FY18 consists of finish grading and seeding 17 acres of the park property.
159. **Shelter Construction (Seerley & Clay St. Parks):** Replacement shelters at Seerely Park.
160. **Tennis/Pickle Ball Court Improvements – Orchard Hill:** Due to the tremendous popularity of Pickleball, it has become a large user group in need of more formal and dedicated facilities. Pickleball specific courts in Orchard Hill Park will satisfy this need. This project will include relocation and reconstruction of the basketball court.
161. **Birdsall Fencing:** This project will install a tall protective fence along West 12th Street where the softball complex is located. This is needed in an attempt to prevent trail users and vehicles traveling on 12th St. from being hit by balls during scheduled events on the fields and for drop in usage as well.
162. **Dugout Renovations Pfeffer Park:** The four dugouts need to be updated and improved. Fencing is low, entrances are open at potentially hazardous locations, benches are beaten and unpaved dugout floors are worn and a maintenance challenge.
163. **Falls Camera System:** Improve Camera System at the Falls Aquatic Center. Better security and video will hopefully protect the City.
164. **Falls – Chemical System Controllers:** Purchase and install 3 new chemical controllers, one for each of the 3 pools, at the Falls Aquatic Center to replace the ones purchased in 2006 when the facility was built.
165. **Falls – Play Equipment:** Install a piece of play equipment to the south of the zero depth pool for age 9 and under to use. Parents could stay in one place and watch the pool and the play equipment. A safety surface would need to be installed under the structure.
166. **Falls – Robotic pool cleaners:** Purchase 2 robotic pool cleaners to be used at the Falls Aquatic Center to help reduce maintenance costs and/or to allow maintenance staff more time to concentrate on other responsibilities.
167. **Falls- Shelters:** Install one shelter at the Falls Aquatic Center that can be rented during open hours for parties and events.
168. **Falls – Waterslide Refinish/Repair:** To have a slide restoration company come in to inspect, refinish and repair as necessary the three waterslides at the Falls Aquatic Center.

169. **Falls - Wood:** Clean, recondition and reseal the wood fascade at the Falls Aquatic Center to restore its appearance.
170. **Landscape Repairs at Birdsell Softball Complex:** The landscape blockwalls at the complex are in need of repairs, both for function and safety reasons. A new wall is needed to keep water from running across fields thus causing washouts and additional maintenance for staff.
171. **Paint Falls Aquatic Center Pools:** Sandblast and repaint the three pools at the Falls Aquatic Center. It will have been 8 years since it was last painted and should be done every 6 years.
172. **Rec Cameras:** The security/camera system needs to be updated with cameras added in numerous locations to protect the public, staff, and most of all the City.
173. **Rec Center Locker Rooms:** Original tile, plumbing fixtures, ceiling tile/grid work and flooring all need to be replaced and updated since the building was built in 1993. All painted surfaces are to be prepped and repainted in the locker rooms as well.
174. **Weight Equipment:** New Weight Equipment to replace machines bought in December of 2005. This will reduce repair cost, should increase membership/income as updated or new machines foster an increased enthusiasm.
175. **Replacement of Air Conditioning Units – Hearst:** Several units have been replaced in recent years. We have three more to replace before they fail.
176. **Electronic Entry for West Entrance – Hearst:** The added security of electronic entry will protect the collection and allow us to bring larger, more significant exhibits to the Hearst Center.
177. **Environmental Monitors for Art Storage, Gallery:** A hygrothermograph for use in art storage to monitor temperature and relative humidity, which is standard practice in museum collection care. This is especially important in our current situation with floor drainage access and water pipes present in our collections storage area.
178. **Hearst Center Fascia Refurbish:** The building's fascia is deteriorating and needs to be repaired and restrained or replaced.
179. **Hearst Center Upper Restrooms Refurbish:** The public restrooms on the first floor need a face lift. Current wallpaper is stained, some minor wall repairs are needed, new stalls, fixtures, countertops and flooring are recommended.
180. **Hearst Center Usage/Need Space Study:** Recently, the strategic plan for the Hearst Center was updated. The goals of the plan are to identify ways that the mission of the Hearst can meet the current and future cultural needs of the

community. This information will be used to investigate possible modifications to the Hearst Center facility.

- 181. Landscape area to west of patio:** This area has become unsightly and overgrown with prairie. The appearance of the building would be improved by cleaning this area up while discouraging foot traffic since there is a large dropoff.
- 182. Tuck Pointing Visitor Center:** Tuck pointing of areas near the foundation of the Visitor Center will help maintain the building.
- 183. Building Controls Upgrade – City Hall:** This project will include upgrading HVAC controls for City Hall. The current system is outdated and is in need of upgrading in order to increase energy efficiency and reduce geo thermal water usage. The intent will be to standardize controls for all City buildings in order to provide uniform monitoring and maintenance for City Staff.
- 184. Building Exterior Weatherproofing – Library:** City owned buildings are nearing the age when it will be necessary to perform exterior surface maintenance. This project includes brick & block tuck-point, EIFS repair and waterproofing for buildings that are ten years older or older. Library share of costs will be funded through the Community Foundation.
- 185. Carpet – Library:** The library opened in 2004. Carpet tiles were installed at that time and many areas are stained, and some traffic areas are showing signs of wear. While the need is not immediate, it is likely that the library will need new carpet within 5-10 years depending on upcoming wear. The library is about 47,000 square feet, most of it carpeted.
- 186. City Hall Carpet Replacement & Repurpose of City Hall:** Replace carpet in City Hall that was installed in 2000. Also, as part of the new public safety building project we will need to look at repurposing the space vacated at City Hall.
- 187. Energy Conservation Initiatives:** This CIP is intended to be used to provide funding for energy conservation projects on public buildings. Examples would include replacement of existing lighting with more energy efficient lights, upgrade of HVAC systems, window replacements, etc.
- 188. Energy Grants:** As part of a Cedar Falls sustainability effort, a “Green” grant could highlight actions and be a showcase for the town in enacting energy changes. Ideas include the full range of energy conservation opportunities, storm water management in a high runoff area and similar projects.
- 189. Falls – Brick Walls:** Two more block walls would be built on pre-existing concrete slabs with gates to hide the additional 2 extra dumpsters needed when the pool is open. The chain link fence around the motor pit would be replaced with block walls, doors with a deck added at ground level to increase storage at the facility.

- 190. Falls - Restroom:** If it is determined that the Falls Aquatic Center must have more toilets and lavatories to maintain the max bather load at 1520 patrons at any one time then this project will move forward. Originally an additional restroom had been planned and bid as an alternate in 2004. Those plans and specs would be used for this project.
- 191. Compaction Equipment Refurbishing at Transfer Station:** The structural integrity of the frame work for the compaction equipment is becoming compromised due to corrosion from the acidic nature of refuse leachate. This project will include removing the mechanical walking floor and replacing the structural frame work for the storage pit and compaction chamber.
- 192. Lloyd Lane Recycling Site Expansion:** This site is the second largest collection site in Cedar Falls. The quantity of material received has outgrown the current capacity of this drop off location. This project includes expanding and creating a hard surface drive through site as well as adding additional containers.
- 193. Security Cameras at Recycling sites:** This initiative is an effort to monitor use of recycling drop sites due to increased contamination and illicit dumping. Cameras would be used to identify misuse and hold the abusers accountable.
- 194. Expansion of Automated Vehicle Locators:** The AVL is a system that performs tracking of equipment utilizing GPS. This information is then transmitted over radio frequency to a web based management program. This system expansion will allow for tracking additional equipment for better overall task management of various public works and parks operations.
- 195. Streetscape - College Hill Maintenance & Improvements:** This project will continue to provide improvements to the City's College Hill Business District. The improvements will include streets, sidewalks, benches, landscaping, public art, and pedestrian amenities. This will also include the cost to clean the pavers on a biennial cycle.
- 196. Streetscape – Downtown Maintenance & Improvements:** This project will continue to provide improvements to the City's Central Business District. The improvements include maintenance/repairs to sidewalk bricks on the Parkade.
- 197. Trench Shoring Equipment:** Public Works/Parks crews have had an increasing need for the use of shoring equipment for trenching projects. This equipment is designed to allow employees to work safely in a trench application or other types of excavation. In the past this equipment had to be borrowed or rented, which can cause delays and additional expense when required to rent.
- 198. Signalized Intersection Upgrade:** Select intersections will be in need of complete replacement due to deteriorating bases and signal structures. Including wiring,

conduit, detector loops, signal heads and controllers. This also incorporates the upgrading of controller electronics and replacement of failing Light Emitting Diodes (LED's).

199. **Siren Replacement:** Siren upgrades will be required to take place in the coming years. The siren at Black Hawk Lane will need to be relocated as part of the 58/Viking project scheduled for FY19/20. Additional sites will need to be evaluated and added as the city expands south and westward.
200. **AED:** AED units are used in medical emergencies involving cardiac arrest. These units typically have a 10 year life span, although from time to time may need to be replaced sooner due to upgrades and other requirements. Batteries and pads need to be replaced often due to expiration dates.
201. **Bunker Gear, Replacement of PASS Devices and Volunteer Equipment:** Personal protective equipment (PPE), including fire gear need to be replaced as they wear and breakdown. The life span of the fire gear is up to 10 years. The bunker gear is replaced as it wears or is damaged.
202. **Replacement of Engine 501:** In FY19, Engine 501 will be 15 years old and will have accumulated over 100,000 miles. This request is not based on the age of the vehicle but more on the serviceability and life expectancy given its maintenance history and length of time out of service due to major issues. By replacing in FY19, we could anticipate an additional five years of reserve status life. The other two pumpers are 2004 and 1988 models.
203. **Fire Hose:** A replacement program for fire hose has been developed. The Fire Department is still using fire hose dated into the 80's. A comprehensive replacement program will help insure safety of fire personnel and our operation efficiency. About one dozen lengths fail testing each year. This also includes funds for updating nozzles and other connections. The maintenance of fire hose is already included in the normal General Fund Operating Budget. However, replacement is not in the General Fund Operating Budget.
204. **Fire Training Facility:** A fire training facility that would allow for live fire training would be a great benefit to the continued training of all employees that assist with fire suppression. This facility would provide interior fire training and could be located on existing City property.
205. **Ballistic Vest Replacement:** Scheduled replacement of bullet resistant vests. There will be no effect on the General Fund Operating Budget, since these vests are being purchased with grant and forfeiture funds.
206. **In Car Camera:** The Police Department has in-car camera systems in each of the 11 patrol vehicles. The camera systems record an audio and video account of all police activity. Technology frequently changes and the systems improve. The in-car

camera system is a requirement for all patrol vehicles in any modern law enforcement agency.

- 207. Lab and Investigative Equipment:** The Police Department processes many crime scenes each year. This requires a wide variety of equipment, including static print lifter, camera equipment, fumer, laser fingerprint light and other equipment. Equipment is replaced as needed or added if a need arises. Technology frequently changes and new tools are created that can be of aid during investigations.
- 208. Equipment Reserve:** For the purchase of various police equipment. By maintaining a reserve for police equipment, fluctuations in the operating budget will not occur when equipment needs to be purchased. Any repairs associated with this equipment after any warranty expires would come out of the General Fund Operating Budget.
- 209. Forensic Cellphone & Tablet Equipment:** The Public Safety Department currently owns a Cellbrite Forensic Kit that is used to examine cellphones and tablets as needed for criminal investigation. As with most technology, these units need upgraded or replaced regularly in order to analyze the newer lines of phones that come out annually.
- 210. Weapons:** The Police Division has an inventory of handguns, rifles, shotguns and Tasers that need to be replaced on a 5-10 year basis. The weapons are a necessary piece of equipment for the safety of the public and the police officers. The replacement of the weapons are based upon their useful life and maintenance concerns.

**Administrative
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments**

Administrative Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Mayor's Office			
Mayor	1.00	1.00	1.00
Administrative Supervisor	0.08	0.08	0.08
Administration			
City Administrator	1.00	1.00	1.00
Administrative Supervisor	0.02	0.02	0.02
Economic Development Coordinator	0.00	0.00	1.00
Communications Specialist	0.00	0.00	1.00
Full-Time	2.10	2.10	4.10
Part-Time	0.00	0.00	0.00
Total Administrative	2.10	2.10	4.10

Department of Finance & Business Operations
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Finance & Business Operations Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Financial Services			
Director of Finance & Business Operations	1.00	1.00	1.00
Controller/City Treasurer	0.95	0.95	1.00
Administrative Supervisor	0.20	0.20	0.00
Accountant I	0.00	1.00	0.95
Personnel Specialist	1.00	1.00	1.00
Financial Technician (Part-Time)	0.63	0.73	0.73
Administrative Clerk	1.20	1.20	0.00
Administrative Clerk (Part-Time)	1.34	1.34	0.00
Administrative Assistant - Lead	0.00	0.00	0.20
Payroll/HR Technician	0.00	0.00	1.00
Financial Clerk	0.00	0.00	0.25
Financial Clerk (Part-Time)	0.00	0.00	0.93
Legal Services			
City Attorney	1.00	1.00	1.00
Personnel Specialist	1.00	1.00	1.00
Administrative Clerk	0.10	0.10	0.00
Administrative Assistant	0.00	0.00	0.10
Public Records			
City Clerk	0.98	0.98	0.98
Administrative Supervisor	0.65	0.65	0.70
Administrative Clerk (Part-Time)	0.99	1.14	0.00
Administrative Clerk	1.09	1.09	0.00
Administrative Assistant	0.00	0.00	1.09
Administrative Assistant (Part-Time)	0.00	0.00	1.06
Library Services			
Library Director (Part-Time)	0.73	0.00	0.00
Library Director	0.00	1.00	1.00
Senior Librarian	2.00	2.00	2.00
Librarian (Part-time)	2.18	2.18	2.18
Education Coordinator (Part-Time)	0.20	0.20	0.20
Shelver (Part-Time)	0.38	0.38	0.38
Technology Librarian	0.00	1.00	1.00

Department of Finance & Business Operations - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Finance & Business Operations Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Library Assistant	7.00	7.00	7.00
Library Assistant (Part-Time)	6.13	5.38	5.43
Library Interns (Part-Time)	0.98	1.18	2.68
Library Intern II (Part-Time)	0.00	0.73	0.00
Library Pages (Part-Time)	1.88	1.88	2.10
Community Services			
Clerical (Part-Time)	0.15	0.15	0.00
Facility Assistant (Part-Time)	0.00	0.00	0.73
Library Assistant (Part-Time)	0.00	0.00	0.67
Cable TV			
Cable & Television Supervisor	1.00	1.00	1.00
Video Production Supervisor	1.00	1.00	1.00
Administrative Clerk	0.80	0.80	0.00
Production Assistant I (Part-Time)	2.50	2.75	1.63
Administrative Assistant - Lead	0.00	0.00	0.80
Production Assistant I	0.00	0.00	1.00
Information Systems			
Information Systems Manager	1.00	1.00	1.00
Network/Support Specialist	1.00	1.00	1.00
Information Systems Technician II	2.00	2.00	1.00
Graphic Designer (Part-Time)	0.73	0.73	0.73
GIS Analyst	0.00	1.00	1.00
Information Systems Technician I	0.00	0.00	1.00
Parking			
City Clerk	0.02	0.02	0.02
Administrative Supervisor	0.05	0.05	0.10
Parking Meter Attendant (Part-Time)	1.45	1.45	2.90
Administrative Clerk	0.25	0.25	0.00
Administrative Clerk (Part-Time)	0.23	0.28	0.00
Administrative Assistant	0.00	0.00	0.25
Administrative Assistant (Part-Time)	0.00	0.00	0.28
Total Full-Time	25.29	29.29	30.44
Total Part-Time	20.50	20.50	22.63
Total Finance & Business Operations	45.79	49.79	53.07

**Department of Community Development
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments**

Community Development Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Administration			
Director of Community Development	1.00	1.00	1.00
Administrative Clerk	0.17	0.17	0.00
Financial Clerk (Part-Time)	0.00	0.00	0.01
Administrative Assistant	0.00	0.00	0.15
Engineering Services			
City Engineer	0.90	0.90	0.90
Civil Engineer III	2.00	1.00	0.00
Civil Engineer II	0.00	1.00	2.00
Civil Engineer I	0.90	0.00	0.00
Principal Engineer	0.00	0.00	1.90
CIP Projects Supervisor	0.00	0.90	0.00
Surveyor	1.00	1.00	1.00
Engineering Technician II	6.00	7.00	6.00
Administrative Clerk	0.78	0.78	0.00
Engineering Technician I	1.00	1.00	0.00
Summer Temporary/Intern (Part-Time)	0.15	0.15	0.15
Administrative Clerk (Part-Time)	0.00	0.34	0.00
Administrative Assistant (Part-Time)	0.00	0.00	0.34
Financial Clerk (Part-Time)	0.00	0.00	0.16
Administrative Supervisor	0.00	0.00	0.03
Administrative Assistant	0.00	0.00	0.60
Inspection Services			
Inspection Services Manager	1.00	1.00	1.00
Inspectors	5.00	5.00	5.00
Inspector (Part-Time)	0.00	0.00	0.69
Administrative Clerk	1.50	1.50	0.00
Administrative Clerk (Part-Time)	0.00	0.34	0.00
Bldg. Official/Insp. Mngr.	0.00	1.00	0.30
Code Enforcement	0.00	0.00	1.00
Administrative Supervisor	0.00	0.00	0.07
Administrative Assistant	0.00	0.00	1.50
Administrative Assistant (Part-Time)	0.00	0.00	0.34
Financial Clerk (Part-Time)	0.00	0.00	0.15

Department of Community Development - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Community Development Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Planning & Community Services			
Planning & Community Service Manager	1.00	1.00	0.95
Planner I	1.00	1.00	0.00
Planner II	1.00	1.95	0.95
Planner III	1.00	1.00	2.00
Administrative Assistant	0.00	0.00	0.55
Police Officer	0.33	0.00	0.00
PSO	0.00	0.33	0.00
GIS Position	1.00	0.00	0.00
Administrative Clerk	0.55	0.55	0.00
Intern (Part-Time)	0.10	0.10	0.10
Storm Water			
City Engineer	0.10	0.10	0.10
Civil Engineer I	0.10	0.00	0.00
Principal Engineer	0.00	0.00	0.10
CIP Projects Supervisor	0.00	0.10	0.00
Engineering Technician II	2.00	0.00	0.00
Equipment Operator	2.00	2.00	2.00
Seasonal (Part-Time)	0.10	0.10	0.10
Storm Water Specialist	0.00	1.00	1.00
Water Reclamation			
Water Reclamation Manager	1.00	1.00	1.00
Waste Water Supervisor	1.00	1.00	1.00
Waste Water Operator II	1.00	1.00	1.00
Waste Water Laboratory Tech	1.00	1.00	1.00
Equipment Mechanic	1.00	1.00	1.00
Waste Water Operator I	3.00	3.00	3.00
Maintenance Worker	3.00	3.00	3.00
Maintenance Worker (Part-Time)	0.73	0.73	0.73
Administrative Clerk	0.10	0.10	0.00
Seasonal (Part-Time)	0.31	0.31	0.31
Administrative Assistant	0.00	0.00	0.10

Department of Community Development - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Community Development Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Housing Vouchers			
Planning & Community Service Manager	0.00	0.00	0.02
Asst. Public Safety Services - Fire Chief	0.02	0.00	0.00
Planner I	0.00	0.68	1.00
Fire Captain	0.05	0.00	0.00
Controller/City Treasurer	0.02	0.02	0.00
Housing & Block Grant Coordinator	0.68	0.00	0.00
Administrative Clerk (Part-Time)	0.04	0.04	0.00
Housing Program Specialist (Part-Time)	0.73	0.73	0.00
Accountant	0.00	0.00	0.02
Financial Clerk (Part-Time)	0.00	0.00	0.04
Block Grant			
Planning & Community Service Manager	0.00	0.00	0.03
Planner I	0.00	0.32	0.00
Planner II	0.00	0.05	0.05
Asst. Director of PSS/Fire Chief	0.03	0.00	0.00
Housing & Block Grant Coordinator	0.32	0.00	0.00
Controller/City Treasurer	0.03	0.03	0.00
Accountant	0.00	0.00	0.03
Financial Clerk (Part-Time)	0.00	0.00	0.04
Administrative Clerk	0.05	0.05	0.00
Total Full-Time	43.63	44.53	42.39
Total Part-Time	2.16	2.84	3.12
Total Community Development	45.79	47.37	45.51

Municipal Operations & Programs Department
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Municipal Operations & Programs Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Administration - Parks			
Director of Municipal Operations & Programs	0.50	0.50	0.50
Administrative Clerk	1.00	1.00	0.00
Clerical (Part-Time)	0.15	0.15	0.15
Administrative Assistant - Lead	0.00	0.00	1.00
Cultural Services			
Cultural Program Supervisor	1.00	1.00	1.00
Education Coordinator (Part-Time)	0.00	0.73	0.73
Senior Services Coordinator	1.00	0.00	0.00
Senior Services Coordinator (Part-Time)	0.00	0.73	0.73
Hearst Lab Tech (Part-Time)	0.73	0.73	0.73
Hearst Coordinator (Part-Time)	1.45	1.45	0.73
Hearst Assistant (Part-Time)	0.58	0.58	0.58
Clerical (Part-Time)	1.85	0.73	0.00
Temporary (Part-Time)	0.75	0.75	0.75
Office Assistant (Part-Time)	0.00	0.00	1.45
Program Coordinator (Part-Time)	0.00	0.00	0.73
Cemetery			
PW/Parks Supervisor	1.00	1.00	1.00
Equipment Operator	1.00	1.00	1.00
Laborer (Part-Time)	1.45	1.45	1.45
Temporary (Part-Time)	1.00	3.00	2.00

Municipal Operations & Programs - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Municipal Operations & Programs Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Golf			
Golf Course Maintenance Supervisor	0.75	0.38	0.00
Parks			
PW/Parks Supervisor	1.00	1.00	1.00
Golf Course Maintenance Supervisor	0.25	0.13	0.00
Arborist	1.00	1.00	1.00
Senior Groundskeeper	2.00	2.00	2.00
Asst. Equip. Mechanic (Part-Time)	0.73	0.00	0.00
Groundskeeper	1.00	1.00	1.00
Laborer (Part-Time)	3.38	4.35	4.35
Seasonal (Part-Time)	7.25	7.63	7.63
Recreation Services			
Rec Program Supervisor	1.00	1.00	1.00
Rec & Community Program Manager	1.00	1.00	1.00
Sports Program Supervisor	1.00	1.00	1.00
Recreation Program Coordinator (Part-Time)	0.73	0.73	0.73
Fitness Coordinator (Part-Time)	0.73	0.73	0.00
Fitness Coordinator	0.00	0.00	1.00
Seasonal/Temporary (Part-Time)	29.50	29.50	29.50

Municipal Operations and Programs Department - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Municipal Operations & Programs Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Public Building			
Building Maintenance Supervisor	1.00	1.00	1.00
Laborer (Part-Time)	0.73	0.73	0.00
Maintenance Worker	0.00	0.00	0.50
Visitors & Tourism Services			
V&T/Cultural Program Manager	1.00	1.00	1.00
Senior Services Coordinator (Part-Time)	0.73	0.73	0.00
Clerical (Part-Time)	1.45	2.08	0.00
Summer Intern (Part-Time)	0.10	0.10	0.10
V&T Coordinator	0.00	0.00	1.00
V&T Coordinator (Part-Time)	0.00	0.00	0.73
Office Assistant (Part-Time)	0.00	0.00	2.08
Administration - Public Works			
Director of Municipal Operations & Programs	0.50	0.50	0.50
PW/Parks Manager	1.00	1.00	1.00
Administrative Clerk	1.00	1.00	0.00
Administrative Clerk (Part-Time)	0.73	0.73	0.00
Administrative Assistant	0.00	0.00	1.00
Administrative Assistant (Part-Time)	0.00	0.00	0.73
O&M Refuse			
Parks/PW Supervisor	1.00	1.00	1.00
Police Officer	0.33	0.00	0.00
PSO	0.00	0.33	0.00
Maintenance Worker	7.00	7.00	6.00
Maintenance Worker (Part-Time)	0.00	0.00	5.68
Transfer Station Laborer (Part-Time)	2.83	2.83	0.00
Laborer (Part-Time)	2.85	2.85	0.00
Seasonal (Part-Time)	0.50	0.50	0.50

Municipal Operations and Programs Department - Continued
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Municipal Operations & Programs Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Sewer Rental			
Equipment Operator	1.00	1.00	1.00
Maintenance Worker	2.00	2.00	3.00
Maintenance Worker (Part-Time)	1.45	1.45	0.00
Seasonal (Part-Time)	1.23	1.23	1.23
Street Construction			
PW/Parks Supervisor	2.00	2.00	2.00
Equipment Operator	4.00	4.00	5.00
Maintenance Worker	11.00	11.00	11.00
Maintenance Worker (Part-Time)	1.45	1.45	0.73
Seasonal (Part-Time)	2.42	2.42	2.92
Traffic Operations			
Traffic Operation & Maint. Supervisor	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	1.50
Seasonal (Part-Time)	0.50	0.50	0.50
Laborer (Part-Time)	0.73	0.73	0.00
Vehicle Maintenance			
Fleet Maintenance Supervisor	1.00	1.00	1.00
Equipment Mechanic	3.00	3.00	3.00
Assistant Equipment Mechanic (Part-Time)	2.85	2.88	2.88
Seasonal (Part-Time)	0.50	0.50	0.50
Total Full-Time	53.33	51.84	55.00
Total Part-Time	71.33	74.95	70.82
Total Municipal Operations & Programs	124.66	126.79	125.82

Public Safety Services Department
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments

Public Safety Services Section/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Fire Department			
Director of PSS - Police Chief	0.33	0.33	0.33
Assistant PSS Director- Fire Chief	0.95	1.00	1.00
Batt. Chief	3.00	3.00	3.00
Police Captains - PSO	0.00	0.00	1.00
Fire Captains	6.95	6.00	5.00
Police Lieutenant - PSO	0.00	0.00	3.00
Administrative Clerk	0.58	0.58	0.00
Firefighter	18.00	17.00	11.00
Firefighter (Part-Time)	0.60	0.60	0.60
Administrative Assistant	0.00	0.00	0.33
Financial Clerk	0.00	0.00	0.25
Police			
Director of PSS - Police Chief	0.67	0.67	0.67
Assistant PSS Director -Asst. Police Chief	1.00	1.00	1.00
Police Captain	3.00	4.00	3.00
Police Captain - PSO	0.00	0.00	1.00
Public Safety Officer	8.00	28.34	35.00
Administrative Clerk	0.83	0.83	0.00
Computer Operator	1.00	1.00	1.00
Lieutenants	8.00	7.00	2.00
Lieutenants - PSO	0.00	0.00	5.00
Police Officer	19.34	6.00	5.00
Crossing Guard (Part-Time)	1.88	1.88	1.43
Community Service Officer II (Part-Time)	1.50	0.50	0.50
Clerical (Part-Time)	0.00	0.50	0.50
Community Service Officer I (Part-Time)	3.00	4.00	4.00
Office Assistant (Part-Time)	0.00	0.00	0.50
Financial Clerk	0.00	0.00	0.50
Administrative Assistant	0.00	0.00	0.33
Total Full-Time	71.65	76.75	79.41
Total Part-Time	6.98	7.48	7.53
Total Public Safety Services Department	78.63	84.23	86.94

**Summary of Departments
City of Cedar Falls
FY20 Budget Summary
Full-Time and Part-Time Positions
By Fiscal Year and Departments**

Summary Totals Department/Position	06/30/18 Budgeted	06/30/19 Budgeted	06/30/20 Budgeted
Administrative			
Full-Time	2.10	2.10	4.10
Part-Time	0.00	0.00	0.00
Finance & Business Operations			
Full-Time	25.29	29.29	30.44
Part-Time	20.50	20.50	22.63
Community Development			
Full-Time	43.63	44.53	42.39
Part-Time	2.16	2.84	3.12
Municipal Operations & Programs			
Full-Time	53.33	51.84	55.00
Part-Time	71.33	74.95	70.82
Public Safety Services			
Full-Time	71.65	76.75	79.41
Part-Time	6.98	7.48	7.53
Total Full-Time	196.00	204.51	211.34
Total Part-Time	100.97	105.77	104.10
Total Employees in FTE	296.97	310.28	315.44

ADMIN- Increase in full-time due to the additional Economic Development Coordinator & Communication Specialist added in FY20.

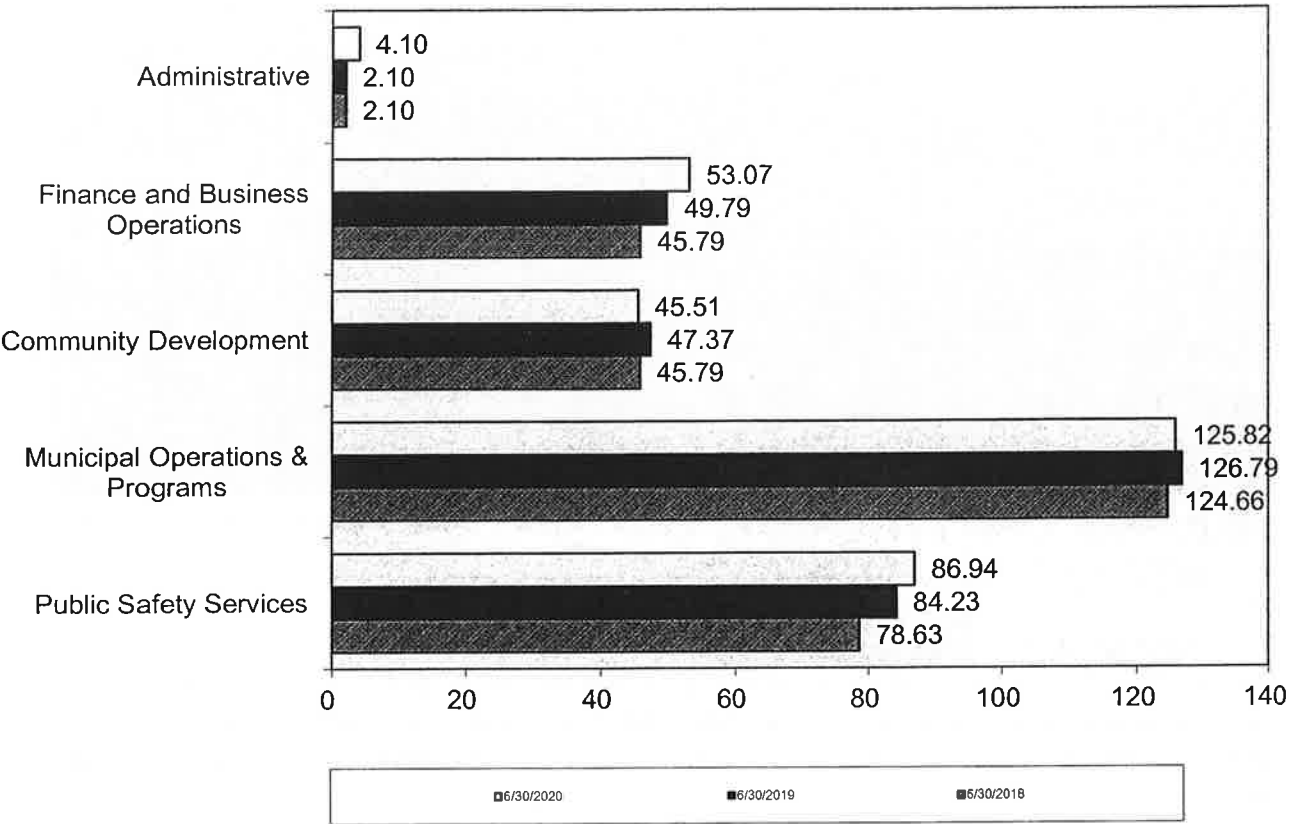
FBO- Increase in part-time is due to two Parking Meter Attendants in Parking and a Facility Assistant in Community Services.

CD- Decrease in full-time due to one less Engineer.

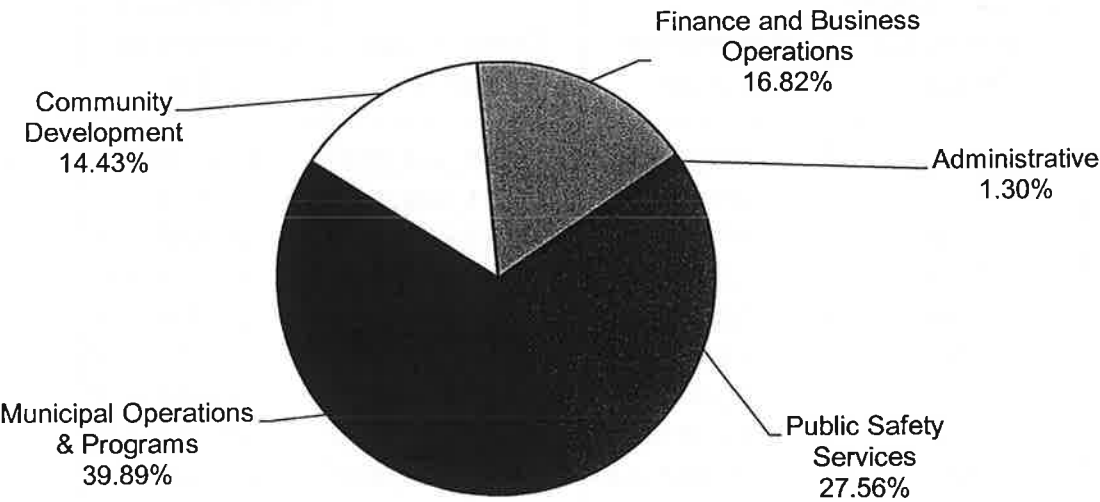
MOP- Increase in full-time due to a Fitness Coordinator going from part-time to full-time, hiring a V&T Coordinator and moving a part-time Maintenance Worker from part-time to full-time.

PSS- Increase in full-time due to hiring ahead for Public Safety Officers.

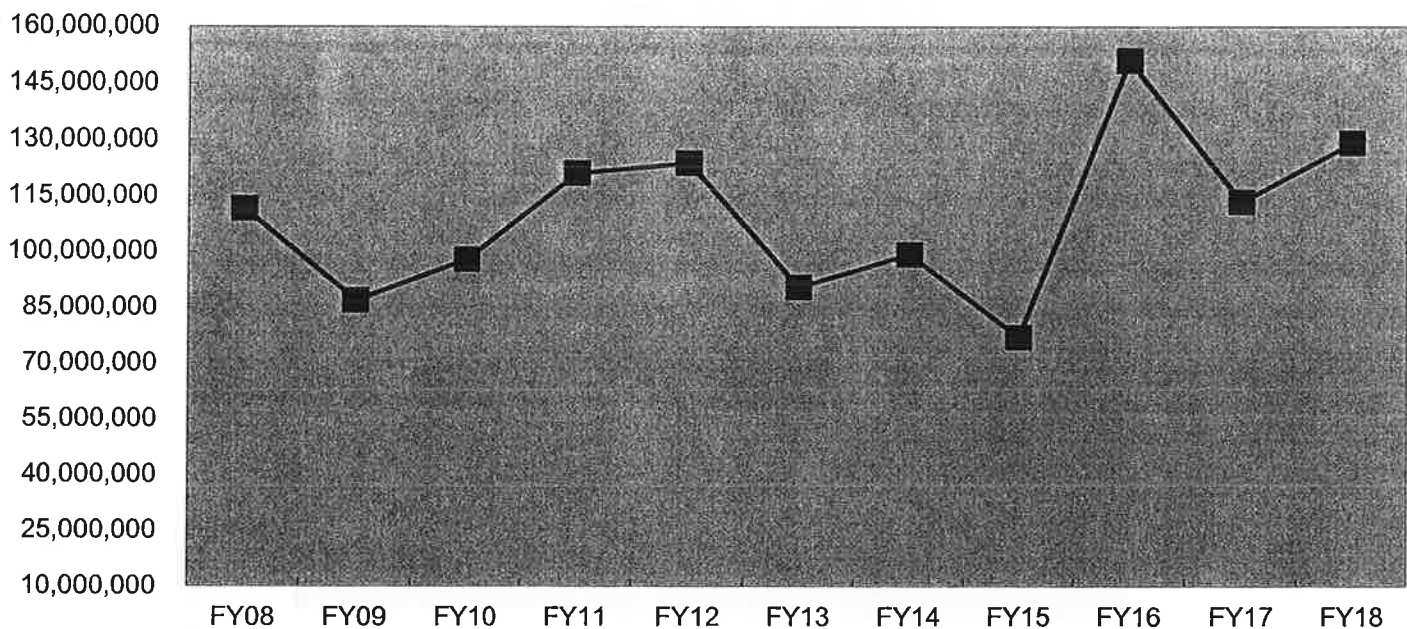
City of Cedar Falls
Total Employees in
Full-Time Equivalents



Personnel Budgeted for FY20



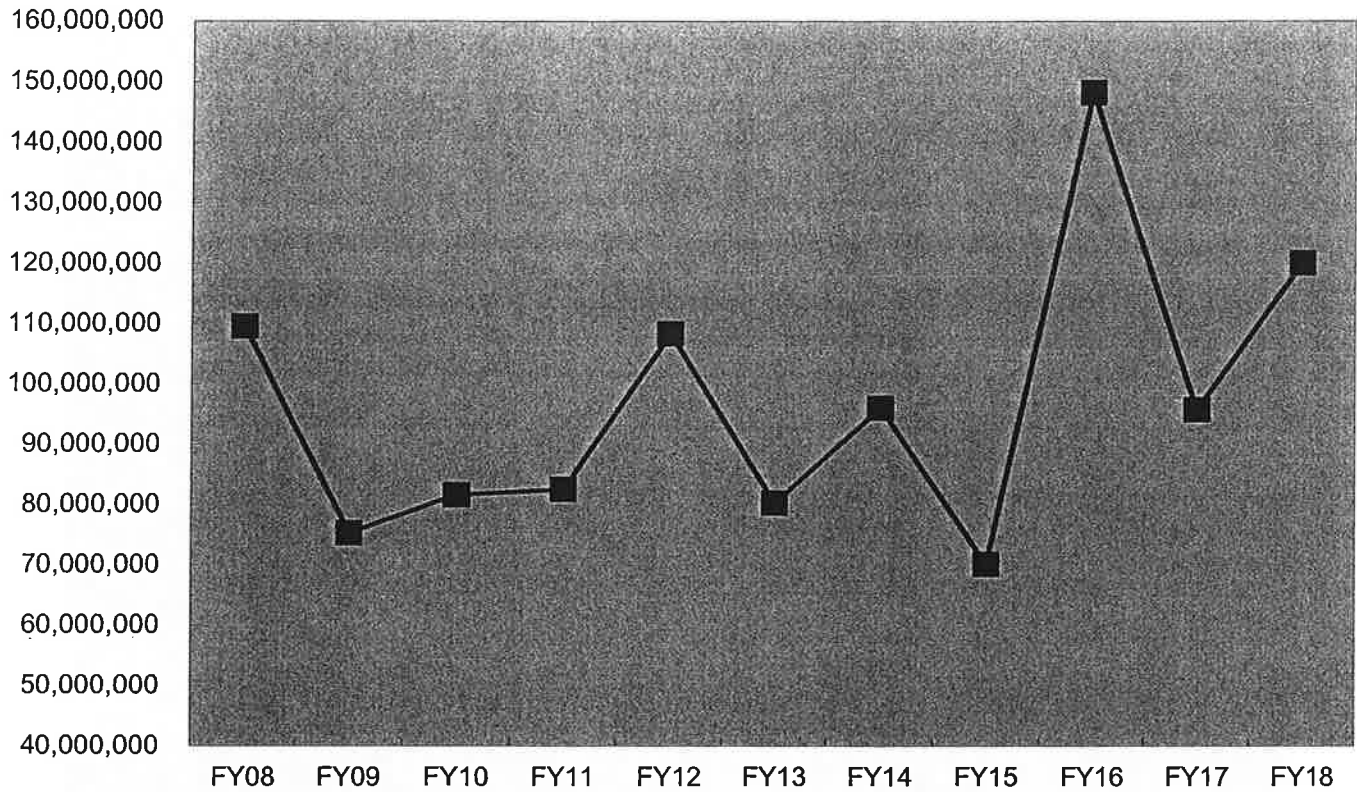
**Total Building Permit Value
Cedar Falls, Iowa**



Following a steep decline in the mid-1980's, Cedar Falls construction activity has consistently grown. The chart includes institutional building activity which stabilized the City building activity in the 1990's with continued construction at UNI. FY16 was the highest year on record for building permits.

Year	Single Family Residential Permits	Residential Value	Commercial Value	Residential & Commercial Value	Total Permit Value
FY08	191	57,201,641	52,394,257	109,595,898	111,559,354
FY09	137	43,359,688	31,899,748	75,259,436	86,957,495
FY10	210	63,881,956	17,725,932	81,607,888	97,978,537
FY11	219	63,012,145	19,526,145	82,538,290	121,112,268
FY12	159	63,452,316	44,897,448	108,349,764	123,741,522
FY13	155	47,004,943	33,267,911	80,272,854	90,502,815
FY14	154	60,943,582	35,061,840	96,005,422	99,342,651
FY15	113	42,060,589	28,052,093	70,112,682	77,077,151
FY16	120	49,865,347	98,405,062	148,270,409	151,028,207
FY17	151	49,171,001	46,568,190	95,739,191	113,451,168
FY18	115	49,731,122	70,385,807	120,116,929	129,131,550

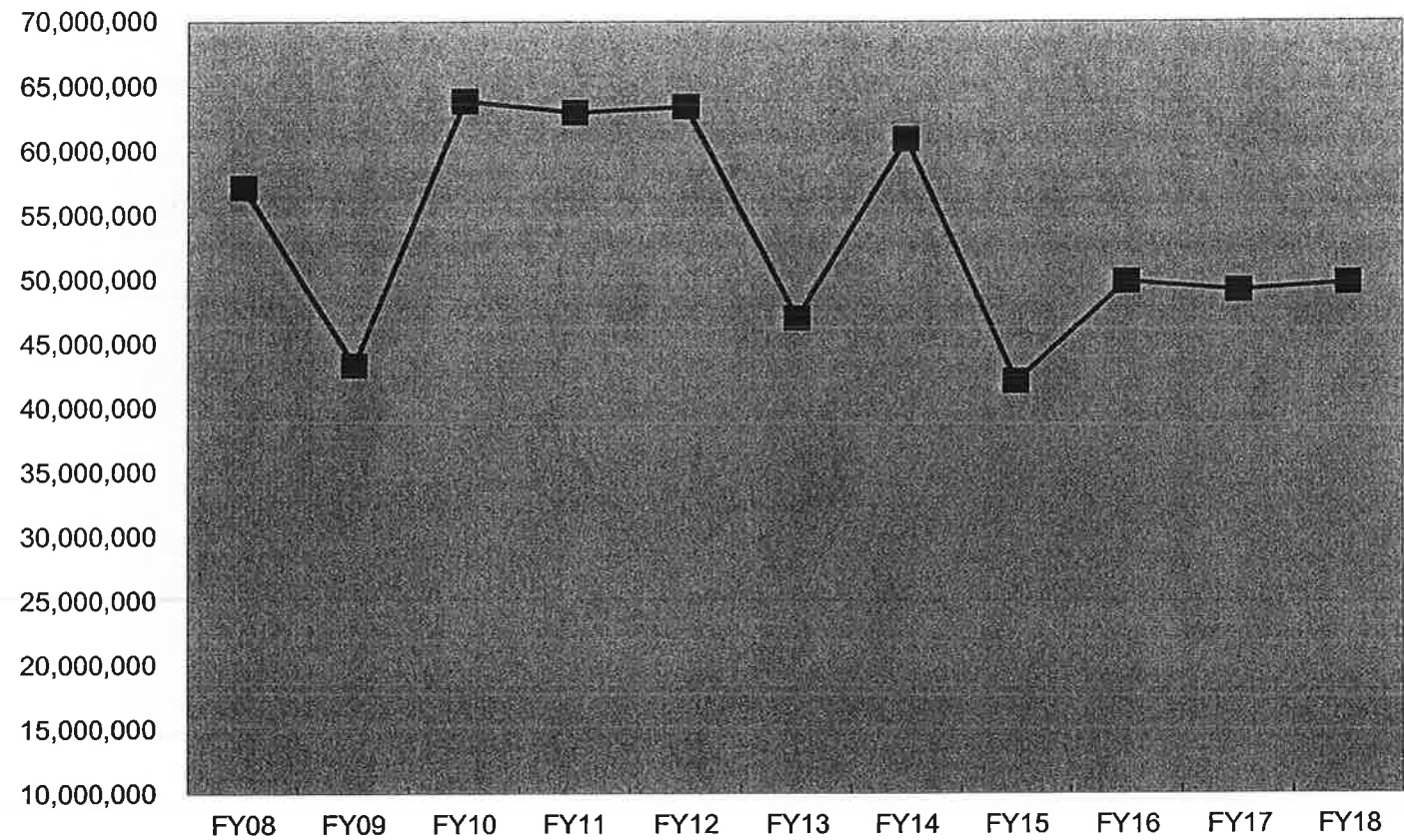
Residential/Commercial Permit Value Cedar Falls, Iowa



Year	Residential & Commercial Value
FY08	109,595,898
FY09	75,259,436
FY10	81,607,888
FY11	82,538,290
FY12	108,349,764
FY13	80,272,854
FY14	96,005,422
FY15	70,112,682
FY16	148,270,409
FY17	95,739,191
FY18	120,116,929

Commercial/Residential construction activity in Cedar Falls over the last ten years has grown. This growth is created by a strong service based economy, the stability of UNI, a large number of available lots and an attractive school system. The large increase in FY08 was due to the Target Cold Storage Facility. In FY12, the large increase was due to the new Menards Store. FY16 increase was due to several high value building projects including Unity Point Clinic, Pinicle Specialty Care, Western Home and Martin Brothers addition.

**Residential Permit Value
Cedar Falls, Iowa**



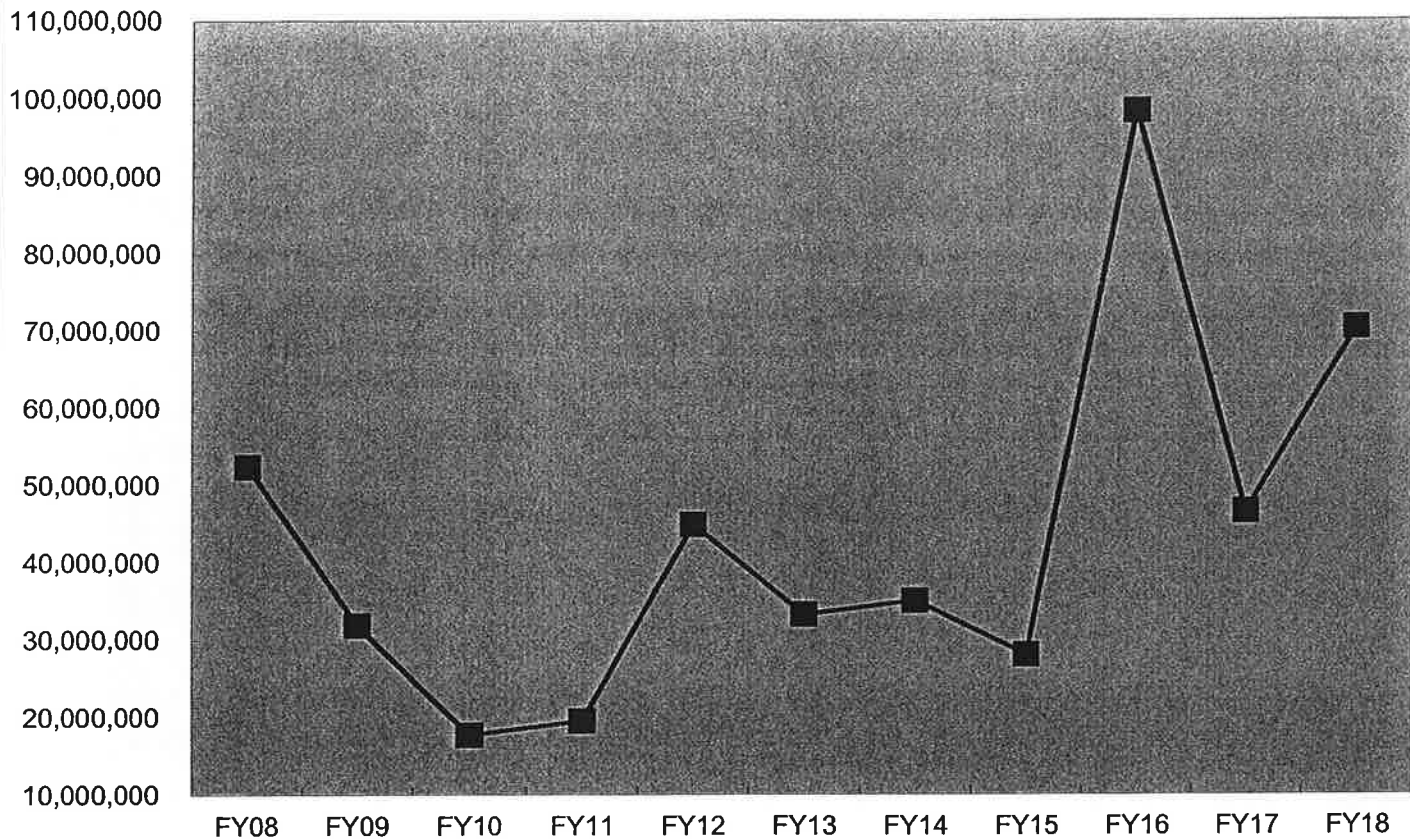
Year	Residential Value
FY08	57,201,641
FY09	43,359,688
FY10	63,881,956
FY11	63,012,145
FY12	63,452,316
FY13	47,004,943
FY14	60,943,582
FY15	42,060,589
FY16	49,865,347
FY17	49,171,001
FY18	49,731,122

Residential housing development has continued to rise in Cedar Falls due to the presence of key growth areas in the Metro area.

The existence of basic infrastructure, low tax rates and a quality school system should continue this growth in future years.

In future years maintaining a low tax rate will be critical to ensure that prospective homebuilders do not construct in the country or outlying small communities.

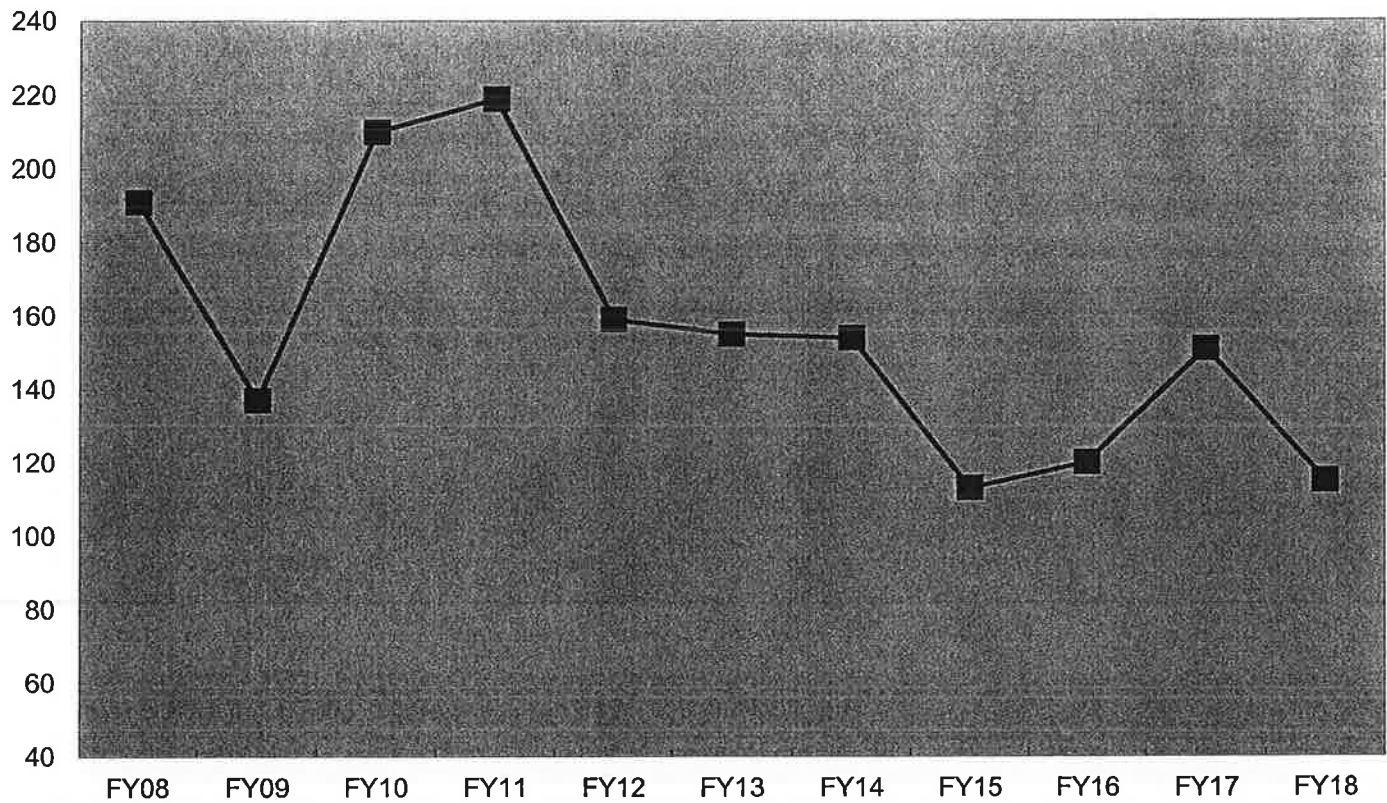
Commercial Permit Value Cedar Falls, Iowa



Year	Commercial Value
FY08	52,394,257
FY09	31,899,748
FY10	17,725,932
FY11	19,526,145
FY12	44,897,448
FY13	33,267,911
FY14	35,061,840
FY15	28,052,093
FY16	98,405,062
FY17	46,568,190
FY18	70,385,807

Commercial construction activity between FY08 and FY18 continues to be very strong in Cedar Falls. This is created by the availability of premium commercial sites, new roads, low interest rates, and a strong service based community.

Single Family Residential Permits Cedar Falls, Iowa

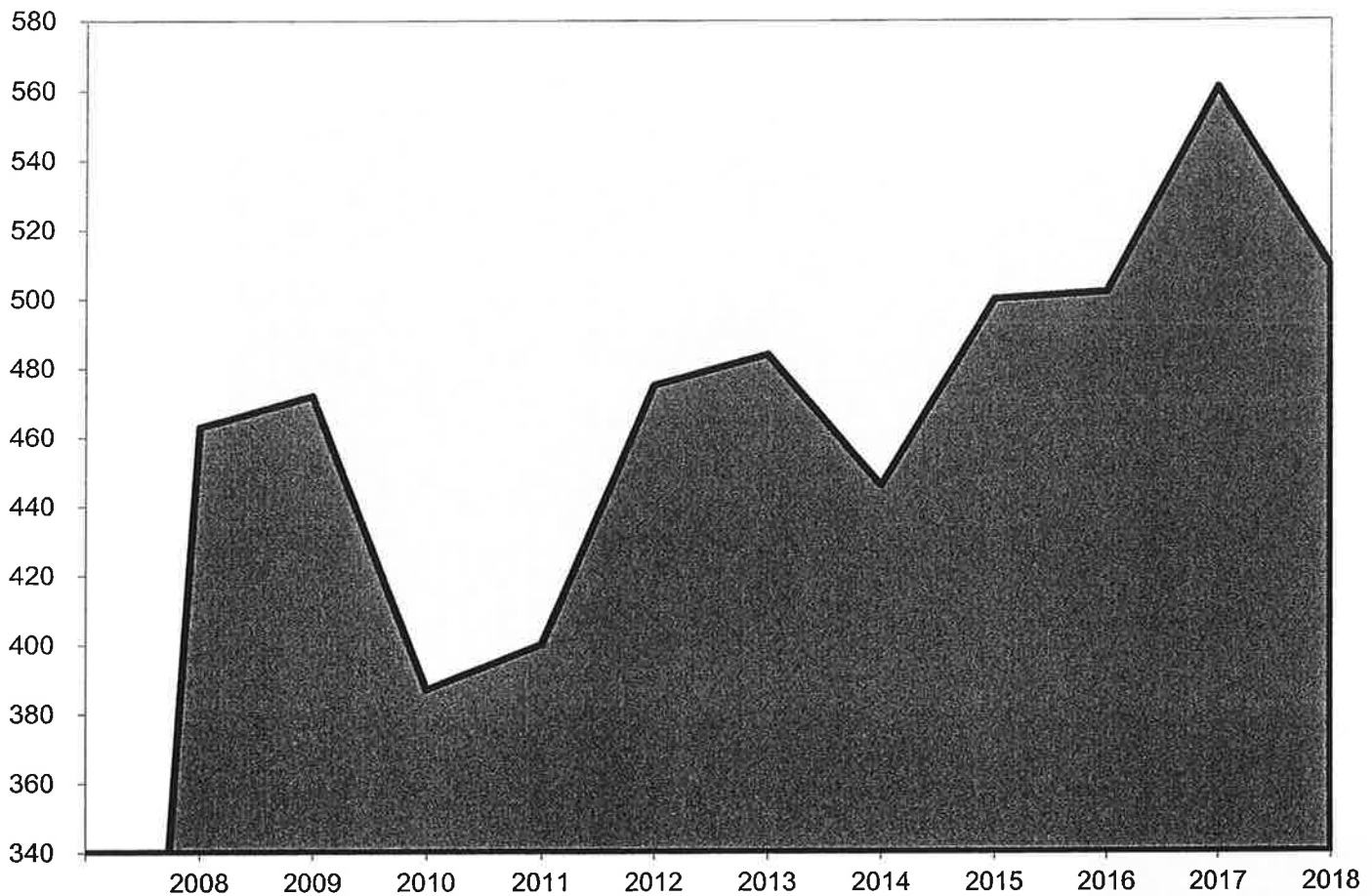


Year	Single Family Residential Permits
FY08	191
FY09	137
FY10	210
FY11	219
FY12	159
FY13	155
FY14	154
FY15	113
FY16	120
FY17	151
FY18	115

Single family construction is strongly driven by interest rates and the availability of quality lots. Cedar Falls had an abundance of property suitable for development over the past ten years.

Development will depend on the national economy and interest rates.

**Residential Sales (Annual)
Cedar Falls, Iowa**

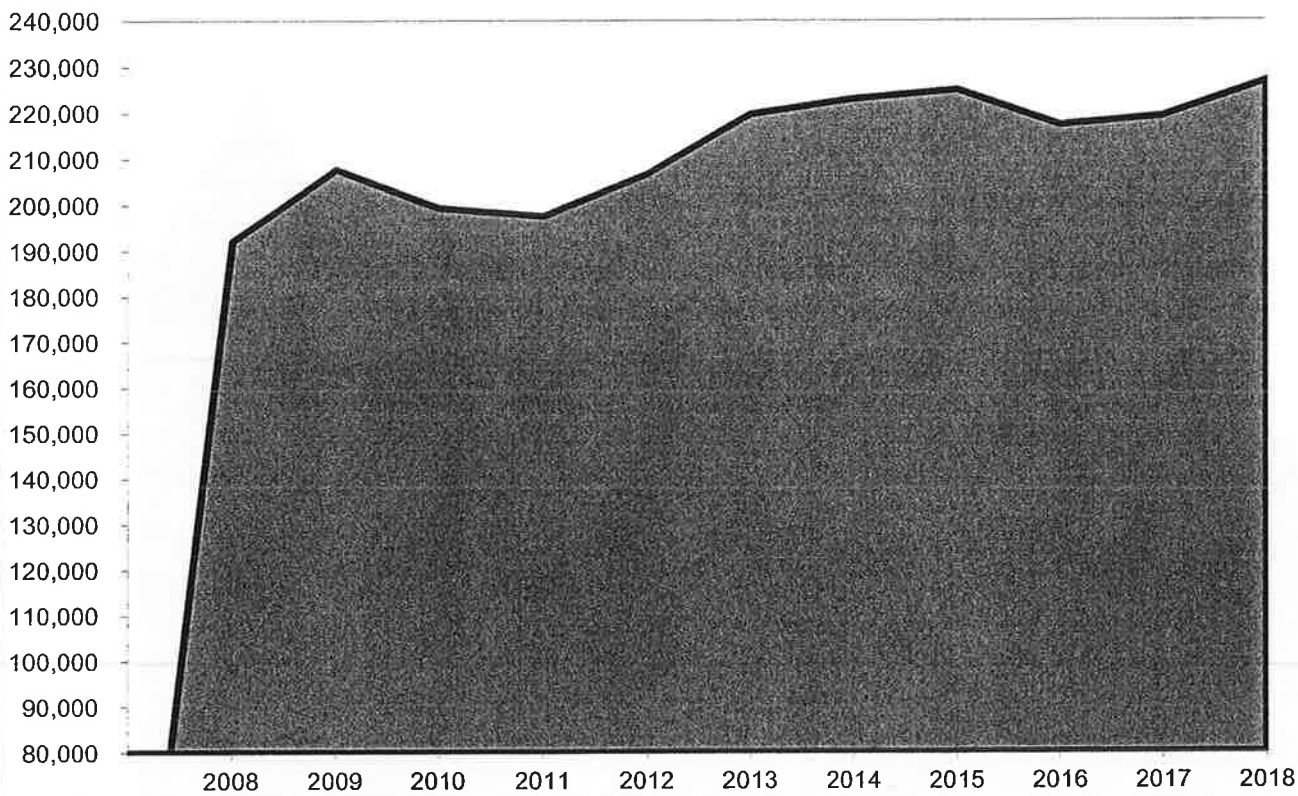


Year	Single Family Sales
2008	463
2009	472
2010	387
2011	400
2012	475
2013	484
2014	446
2015	500
2016	502
2017	561
2018	509
Average	473

In 2010, residential property sales decreased dramatically and decreased again in 2014. However, FY17 saw a strong increase.

Caution should be taken by the City Council in levying taxes. Many new residential construction projects will seek the \$20.00 county tax rate versus the City \$32.00 rate within the Cedar Falls school district if taxes become too high.

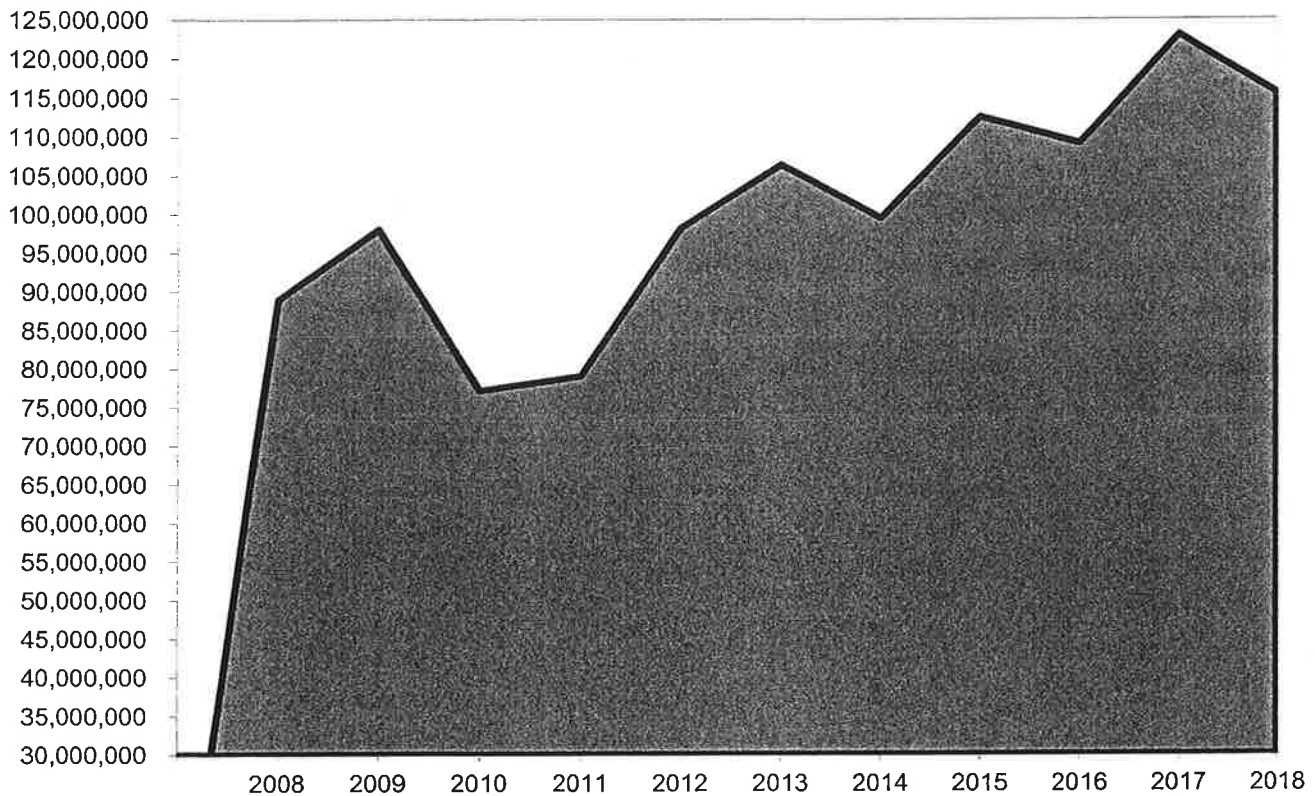
Average Residential Sales Price (Annual)
Cedar Falls, Iowa



Year	Average Sales Price
2008	192,154
2009	207,754
2010	199,318
2011	197,576
2012	206,773
2013	219,746
2014	223,093
2015	225,048
2016	217,393
2017	219,263
2018	226,890
Average	212,273

The average sale price of residential properties in Cedar Falls has grown by 18% between 2008- 2018 from \$192,154 to \$226,890

**Amount of Residential Sales (Annual)
Cedar Falls, Iowa**



Year	Amount of Sales
2008	88,967,228
2009	98,059,888
2010	77,136,066
2011	79,030,400
2012	98,217,175
2013	106,357,064
2014	99,499,478
2015	112,524,000
2016	109,131,286
2017	123,006,543
2018	115,487,010
Average	\$100,674,194

The number of sales increased by 9.9% between 2008 and 2018, the total sales value of property increased by 18.1%. This clearly illustrates that the value of property in Cedar Falls continues to appreciate at a rapid rate.

**City of Cedar Falls, Iowa
Principal Employers
Current Year and Nine Years Ago**

Employees	2010		
	Number of Employees ¹	Rank	Percentage of Total City Employment
John Deere Product Engineer Center ²	5,300	1	24.54%
Wheaton Franciscan Healthcare ²	3,018	2	13.97%
University of Northern Iowa	1,850	3	8.56%
Hy-Vee Food Stores ²	1,121	4	5.19%
Target Distribution	475	10	2.20%
CBE Groiup	--	--	--
Cedar Falls Community School District	666	7	3.08%
The Western Home	--	--	--
Martin Brothers Distributing Co., Inc	--	--	--
Area Education Agency 267	1,110	5	5.14%
Viking Pump Inc, Unit of Index Corp.	480	9	2.22%
City of Cedar Falls/Municipal Utilities	527	8	2.44%
Wal-Mart Super Center ²	755	6	3.50%
Total	15,302		70.84%

Source: Cedar Valley Alliance website

¹ Number of employees includes all full-time, part-time and seasonal employees.

² Number of employees includes multiple locations in both Cedar Falls and Waterloo.

2019		
Number of Employees ¹	Rank	Percentage of Total City Employment
5,500	1	23.21%
2,893	2	12.21%
1,819	3	7.68%
1,719	4	7.25%
950	5	4.01%
900	6	3.80%
752	7	3.17%
668	8	2.82%
600	9	2.53%
605	10	2.55%
--	--	--
--	--	--
--	--	--
16,406		69.22%

City of Cedar Falls, Iowa

Date of Incorporation	1854
Form of Government	Council/Mayor with City Administrator
Area	28.9 Square Miles
Population (from 2010 Census)	39,260

Cultural and Recreation

Hearst Center for the Arts	1	Swimming Pools	3
Parks	35	Softball Fields	9
Park Acreage	1,148	Baseball Fields	2
Golf Courses	2	Tennis Courts	6
Recreation Center	1	Library	1
		Pickleball Courts	8

Police Protection

Number of Stations	1
Police Personnel & Officers	52
Number of Patrol Units	11
Physical Arrests	1,003
Traffic Violations	4,066
Parking Violations	11,206
Vehicle Immobilizations	187

Fire Protection

Number of Stations	2
Fire Personnel & Officers	25
Fire Units	8
Number of Calls	2,343
Inspectors	1
Inspections Conducted	427

Sewage System

Miles of Sanitary Sewers	192.46
Miles of Storm Sewers	188.1
Number of Treatment Plants	2
Number of Service Connectors	13,142
Daily Average Treatment in gallons	6.7 million
Maximum Daily Capacity of Treatment Plant in Gallons	21.6 million

Water System

Miles of Water Mains	210.06
Number of Service Connections	12,682
Number of City Owned Fire Hydrants	2,172
Daily Average Consumption in Gallons	3,417,000 gallons/day
Maximum Daily Capacity of Plant in Gallons	23,400,000 gallons/day

Street System

Miles of Streets	222 miles
Number of Street Lights	3,282

<table style="width: 100%;"> <tr> <td style="width: 50%; padding: 5px;">Hospital</td> <td style="width: 50%; padding: 5px;">Cemeteries</td> </tr> <tr> <td style="padding: 5px;">Hospital</td> <td style="padding: 5px;">City Cemeteries</td> </tr> <tr> <td style="padding: 5px;">Patient Beds</td> <td style="padding: 5px;">Cemetery Acreage</td> </tr> </table>	Hospital	Cemeteries	Hospital	City Cemeteries	Patient Beds	Cemetery Acreage	<table style="width: 100%;"> <tr> <td style="width: 50%; padding: 5px;">1</td> <td style="width: 50%; padding: 5px;">3</td> </tr> <tr> <td style="padding: 5px;">101</td> <td style="padding: 5px;">56.9</td> </tr> </table>	1	3	101	56.9
Hospital	Cemeteries										
Hospital	City Cemeteries										
Patient Beds	Cemetery Acreage										
1	3										
101	56.9										

Education

Public School Enrollment – Certified	5,320
Number of Elementary Public Schools	7
Number of Elementary Public School Instructors-CF	230
Number of Secondary Public Schools	3
Number of Secondary Public School Instructors-CF	189
Number of Universities/Colleges	3

Demographics ¹

Population, estimate	39,260
14 or younger	14.4%
15 – 24 years	32.6%
25 – 44 years	20.5%
45 – 64 years	20.1%
65+ years	12.4%
Males	48.1%
Females	51.9%
Urban	94.1%
Rural	5.9%
Average Size of Household	2.37 people
Black Hawk County Birth Rate per 1,000 for 2002	12.6
Black Hawk County Death Rate per 1,000 for 2002	8.8

¹ 2010 Census Information from www.seta.iastate.edu/census

GLOSSARY

Accrual Accounting - A basis of accounting in which revenues and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed (see funds). For example, in accrual accounting, revenue earned between June 1 and June 30, but for which payment was not received until July 12, is recorded as earned on June 30, rather than on July 12.

Appropriation - A legally authorized expenditure or group of expenditures, granted by a legislative body, for a specific purpose or purposes.

Assessed Valuation - A value established for real property for use as a basis for levying property taxes.

Asset - Resource held by a government that has a monetary value.

Balanced Budget - Occurs when planned expenditures equal anticipated revenues.

Bond Funds - Resources derived from issuance of bonds for specific purposes and related Federal project grants used to finance capital expenditures.

Bond Rating - A rating (made by an established bond rating company) from a schedule of grades indicating the probability of timely repayment of principal and interest on bonds issued. Cedar Falls has an Aa1 rating from Moody's Investor Services.

Bonds - Bonds are issued to finance long-term debt, which is usually incurred for capital items and projects. A bond is a written promise to pay a sum of money at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a special rate. The most common types of bonds are general obligation and revenue.

General Obligation Bonds are backed by the full faith and credit of the City. General Obligation Bonds are repaid with funds received from property taxes through the debt service levy or with other available funds such as abating Enterprise Fund revenues. Voters, as defined by State law, must approve General Obligation Bonds for nonessential items, before they can be issued.

Revenue Bonds are issued by Enterprise Fund projects. The principal and interest on these bonds are payable exclusively from the earnings/revenue of the Enterprise Fund.

Budget - A financial plan for a specific time period that estimates the expenditures and the means of financing those expenditures which are associated with all services and functions performed by the City.

Budget Calendar - The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

Budget Document (Program and Financial Plan) - The official written statement prepared by the City staff reflecting the decisions made by the Council in their budget deliberations.

Capital Improvements Program (CIP) - A legislative and management tool used to assist in the scheduling, planning and execution of a series of capital improvements over a three year period. The CIP is updated annually. It sets forth the estimated expenditures by year and specifies the resources estimated to be available to finance the project expenditures.

Capital Improvements Projects - The specific projects that make up the Capital Improvements Program. The projects involve construction, purchase, or renovation of city facilities or property. They are generally nonrecurring major improvements to the City's physical plant, which necessitate long-term financing and are permanent in nature.

Capital Outlay - Expenditures for fixed assets, such as equipment, remodeling, minor building improvements, and vehicles, that are funded from the operating budget. Since long-term financing is not necessary and expenditures of this type are of such recurring character, these items are not part of the Capital Improvements Program.

Capital Projects Funds - These funds account for the financial resources to be used for the acquisition and/or construction of major facilities (usually over \$25,000), other than those financed by proprietary funds. Each year the City appropriates money for the work to be completed that fiscal year; fund balances are designated for the completion of the projects over a period of years. Examples are fire stations, streets, water and sewer lines, etc. These funds use the modified accrual basis of accounting. Revenues are recognized in Capital Projects Funds when they become measurable and available to finance expenditures for the current period (such as when bonds are sold). Expenditures are recognized when the related liability is incurred.

CFU (Cedar Falls Utilities) – A municipally owned utility that provides electric, gas, water, and communication services.

Commodities - Items or supplies needed for routine maintenance and operations. They include cleaning, maintenance and

office supplies, repair materials, minor equipment, and tools.

Contingency - Expenditure category used for budget purposes only. The amount is an allowance for either unexpected costs or unforeseeable price variances during the budget year.

Debt Service - The fund that accounts for the payment of interest and principal on all General Obligation debt, Special Assessments and revenue debt issued for a governmental enterprise.

Department - A major administrative division of the City, which indicates overall management responsibility for an operation, or a group of related operations within a functional area. A department usually has more than one division and may have more than one fund.

Direct Revenues - Revenues earned by a specific General Fund division in the course of performing their assigned duties.

Division - Departments are divided into divisions, which are functioning work groups with specific work responsibilities.

Enterprise Fund - Those funds established to finance and account for acquisition, operation and maintenance of governmental operations, which are predominantly self-supporting, by user charges. Such operations must be run in a manner similar to private business. Examples are the Sewer Utility and Refuse Funds.

Expenditures - Cost of goods delivered on services rendered whether paid or unpaid.

Fiscal Year - A 12-month time period in which financial transactions are recorded. In Iowa, the fiscal year begins July 1 and ends the following June 30.

Fixed Assets - Assets of a long-term character, which are intended to be held or used, such as land, buildings, machinery, furniture and other equipment.

Full-Time Equivalent Position (F.T.E.) - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example a seasonal employee working for four months, or 690 hours, would be equivalent to .3 of a full-time position.

Fund - An accounting term referring to a group of accounts recording all financial resources together with corresponding liabilities, which has a distinct balance and is used to segregate specific activities and functions from those of other groups of accounts.

Fund Balance - The balance that remains in a fund on a given date after all expenditures have been made. This balance shows the fund equity.

GAAP - (Generally Accepted Accounting Principles) Accounting principles that are commonly used in preparing financial statements and generally accepted by the readers of those statements.

GASB - (Government Accounting Standards Board) They are the authoritative source of GAAP for state and local government.

General Fund - The fund used to account for all financial resources and liabilities that are not required to be accounted for in another fund.

General Obligation Bonds - Bonds backed by the full faith and credit of the issuing government. Repayment of these bonds is based on the government's ability to tax its residents for such purposes.

General Revenues - Are revenues deposited in the General Fund and shared he General Fund divisions.

Goal - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

Interfund Transfers - A transfer from a fund receiving the revenue, to a fund through which the authorized expenditure is to be made. An example would be a transfer of revenue from the Street Construction Fund (Road Use Taxes) to the Debt Service Fund to pay street repair bonds.

Internal Service Funds - Those funds used to account for the financing of goods or services provided by one City department to others on a cost reimbursement basis.

IPERS (Iowa Public Retirement System) - State of Iowa pension system for all public entity employees.

Levy - The amount of taxes, assessments or service charges imposed by a government. The maximum General Fund property tax levy allowed in Iowa is \$8.10 per \$1,000 of assessed valuation. Other levies may be imposed in addition to this.

Liabilities - Debts or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Local Option Sales Tax - A tax approved by a majority of the City's registered voters, which collects revenue according to a percentage of the value of goods and services delivered within the corporate limits. In Cedar Falls, the Local Option Sales Tax applies to those goods and services to which the State of Iowa sales tax applies. 100% of the Local Option Sales Tax revenues must be committed to street repair activities.

MFPRSI (Municipal Fire and Police Retirement System) – State of Iowa pension system for fire and police personnel.

Modified Accrual - The basis of accounting for the City. Under this system, expenditures are recognized when encumbered, and revenues are recognized when they are collected.

Objective - A statement of specific direction, purpose or intent to be accomplished by staff within a program.

Operating Budget - The City's financial plan that outlines proposed expenditures for the coming fiscal year and estimates the revenues which will be used to finance them.

Operating Expenses - Those expenses from a **fund** that are directly related to accomplishing the fund's primary functions. Payroll would be one example of an operating expense.

Other Post-Employment Benefits (OPEB) – All types of post-employment benefits not offered as an integral part of a pension plan, as well as all forms of post-employment health care

Performance Measures -Accomplishments of a particular activity in relation to desired standards, workload, effectiveness and efficiency. These measures must be meaningful to the

tasks of the activity involved, and verifiable.

Personal Services - A General Fund expenditure category that includes all wages and benefits paid to employees.

Post-Employment Benefits – Payments made directly to former employees or their beneficiaries, or to third parties on their behalf as compensation for services rendered while they were still active employees.

Program - An organized set of related work activities, which are directed toward accomplishing a common goal. Each City department is usually responsible for a number of related service programs.

Property Taxes - Taxes paid by those owning property in the City.

Public Safety Officer (PSO) – Officers who are trained in both police and fire protection services.

Refunding - The issuance of long term debt in exchange for, or to provide funds for, the retirement of long-term debt already outstanding. Refunding is essentially the "refinancing" of long-term debt.

Reserves - An account used to earmark a fund balance or a portion of a fund balance for a specific use. A reserve may be established formally by ordinance or resolution or informally by administrative action.

Revenue - Income derived from taxes, fees, grants and charges. In the broader sense, "revenue" refers to all government income, regardless of source, to fund services.

Revenue Bonds - Bonds that are repaid in both principal and interest from the earnings of an Enterprise Fund operation.

Risk Management - The identification and control of risk and liabilities incurred by a local government to conserve resources from accidental loss.

Services and Charges - A category of expenditures used for the purchase of services provided by individuals, businesses or agencies that are not in the direct employ of the City.

Special Assessment - A tax levied against a property owner to offset all or part of the cost of public capital improvements, which are deemed to benefit that particular property. Special assessments are commonly used to finance improvement projects such as street construction, sidewalk construction, or installation of sewer lines. Special assessments are levied in addition to regular property taxes.

Special Revenue Funds - Special Revenue Funds are used to account for resources that are subject to certain legal spending restrictions. They are created when a resolution, statute or ordinance requires that specific taxes or special revenue sources are to be used to finance a particular activity.

SSMID (Self Supporting Municipal Improvement District) - A self imposed tax voted on by an established district.

State Backfill - Funding from the state that will help offset the loss in property tax revenue due to legislative reform.

Subsidy - Financial aid given to a governmental unit by another governmental unit.

Tax Rate - The amount of tax stated in terms of a unit of the tax base, for example, dollars per \$1,000 of assessed valuation.

TIF (Tax Increment Financing) - Reallocates property tax revenues resulting from an increase in taxable

valuation above a base valuation figure within a tax increment area established by the city.

Tort Liability - A tort is a wrong against an individual or property that is neither a crime nor a violation of a contract. A court could find the City liable or responsible when a tort occurs on City property, as a result of the actions of a City employee, or the function of a City operated activity. The City levies a special tax to purchase tort liability and to cover the cost of tort damages for which the City is found responsible.

Transfers - Financial transactions that occur between City funds.

Trust and Agency - Funds used to account for monies held by the City in a trustee, custodial or agent capacity for the City's pension and retirement funds and for other entities such as other governmental units.

UNI (University of Northern Iowa) - A state sponsored university of approximately 13,000 students located in Cedar Falls.

User Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Valuation - The official value established for various properties, within set State guidelines, for taxation purposes. The assessed valuation of property is that portion of the property's value upon which taxes are levied.

411 - See MFPRSI



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 *Engineering Division*

TO: Honorable Mayor James P. Brown and City Council

FROM: Terra Ray, Engineer Technician II

DATE: January 14, 2019

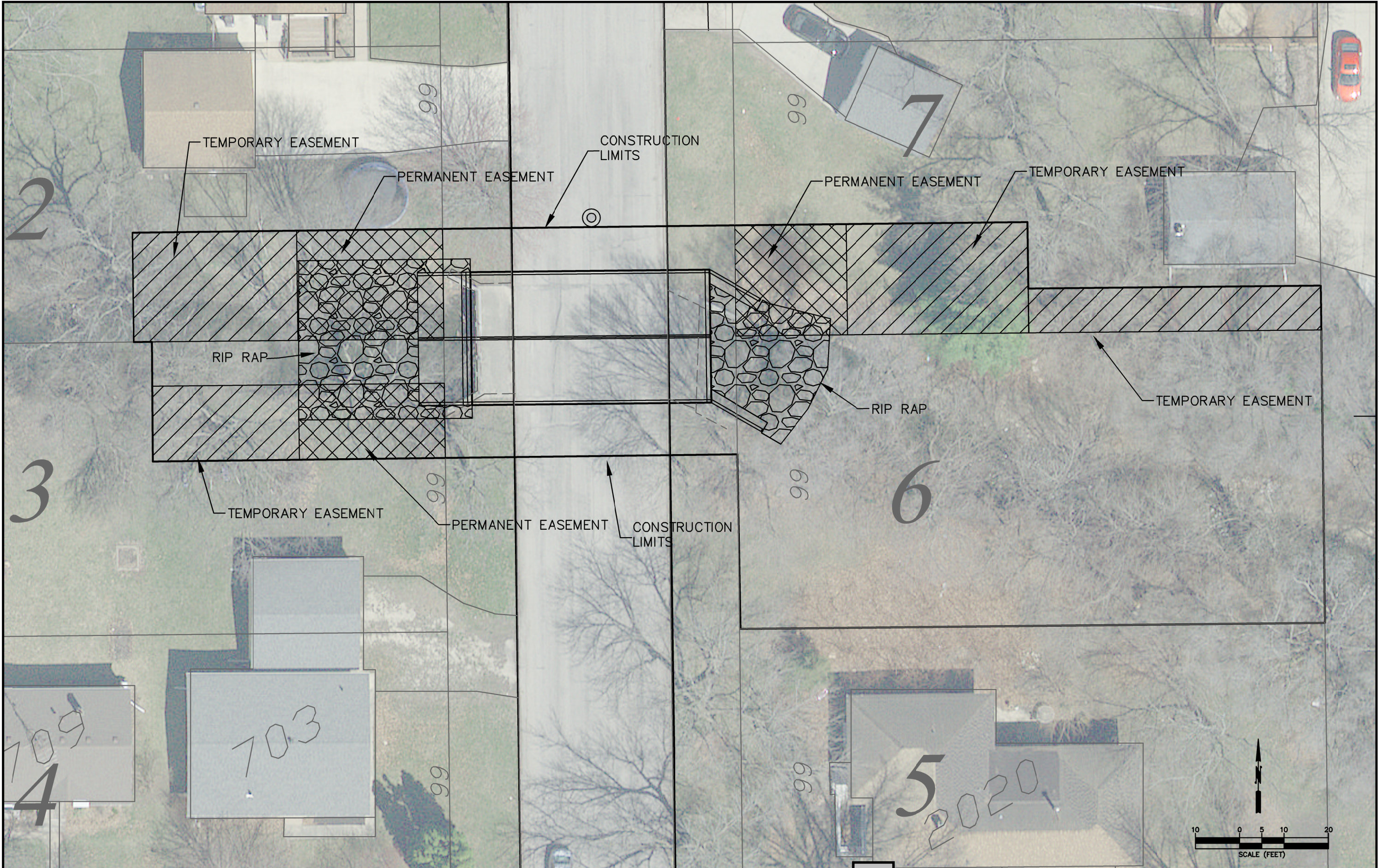
SUBJECT: Walnut Street Box Culvert Replacement
Project Number BR-106-3152

The City of Cedar Falls is planning to reconstruct the Walnut Street Box Culvert, University Branch of Dry Run Creek. The project will require the acquisition of temporary easements and permanent easements along the corridor. Plans for the project shows the need for acquisitions from approximately four (4) properties.

Iowa law requires that the City Council hold a public hearing to authorize proceeding with the project, including the purchase of right of way. The public hearing offers an opportunity for the public, especially those from whom the easements will be purchased, to comment on the project.

We recommend that the Council schedule a Public Hearing for February 18, 2019, to be held at the regularly scheduled City Council meeting.

xc: Chase Schrage, Principal Engineer



SHEET NO.	D.01				
TOTAL SHEETS	28				
		NO.	DATE	REVISION	INIT.

WALNUT STREET BOX CULVERT REPLACEMENT

PLAN & PROFILE
WALNUT STREET

322



DEPARTMENT OF COMMUNITY DEVELOPMENT
ENGINEERING DIVISION
CITY OF CEDAR FALLS, IOWA
220 CLAY ST.
CEDAR FALLS, IOWA 50613
(319) 268-5161
"OUR CITIZENS ARE OUR BUSINESS"

CITY PROJECT NUMBER	BR-106-3152	SHEET NO.	D.01
DRAWN BY:	JCH	TOTAL SHEETS	28
CHECKED BY:	CS		

Plot Date: January 3, 2019 - 3:27 PM By: Cody Hager Drawing Name: G:\users\eng\projects\3043-Campus Street Bridge Replacement\DWG (Production Drawings)\terra easment overall.dwg



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
Phone: 319-273-8600
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MEMORANDUM

Planning & Community Services Division

TO: Honorable Mayor James P. Brown and City Council
FROM: Karen Howard, Planning & Community Services Manager
DATE: February 13, 2019
SUBJECT: Zoning Ordinance text amendments to define and clarify the standards for mixed-use buildings

REQUEST: Zoning Ordinance Amendments
Section 29-160, CHN College Hill Neighborhood Overlay Zoning District
PETITIONER: Department of Community Development
LOCATION: College Hill Neighborhood Overlay Zoning District

PROPOSAL

City Staff is recommending changes to the zoning ordinance to define and establish parking and design standards for mixed-use buildings in the College Hill Neighborhood Overlay Zoning District (CHN). Previous discussions with the Commission earlier this year involved a broader set of amendments to the zoning ordinance related to parking in both College Hill and in Downtown. Since there is a parking study currently underway in the Downtown area, we will focus at this time on changes to the Section 29-160, College Hill Neighborhood Overlay Zoning District to clarify the language in the zoning ordinance that has created confusion about the parking requirements for buildings that have ground floor commercial uses and upper floor apartments. The intended goal of the proposed amendments is to create clear and objective standards in the code to facilitate consistent review and approval of development in the College Hill Neighborhood Overlay District. Promoting mixed use development, maintaining commercial "street level" uses, retail expansion and having a variety of housing types conveniently located next to commercial and civic uses are goals listed in the Comprehensive Plan.

BACKGROUND

The Planning and Zoning Commission has reviewed a number of mixed-use development plans throughout the city over the past few years. Given some ambiguity in the zoning ordinance, City staff has interpreted the principal use in a mixed-use building in the C-3 District to be the use located on the main floor or street level floor of the property. Upper floor uses have been considered secondary or incidental uses of the property. However, as the demand for residential in these urban centers have increased, larger mixed-use buildings have been proposed than when these definitions of principal and secondary were originally written into the code. Therefore, it is important to clearly define what a mixed-use building is, to remove ambiguous or conflicting language in the code, and update the ordinance in order to provide consistent review of applications, clarity for the public, and guidance for developers.

when they are designing new projects in the College Hill Neighborhood. These ordinance amendments will add a definition of a mixed-use building, and add clear direction on how parking is calculated for new mixed-use buildings. Based on public input at the Planning and Zoning Commission meeting on December 12, the Commission requested that for existing mixed-use buildings, upper floor residential uses remain exempt from parking requirements. Existing mixed-use buildings in the College Hill Business District are generally two stories in height, so this allowance will keep existing apartments conforming and maintain the option for conversion of second story space into residential dwellings for those few buildings where the upper floor space is currently underutilized.

Staff notes that the proposed change to add a fairly substantial parking requirement for upper floor residential in new mixed-use buildings may need to be revisited after a parking study is completed for the area. In the meantime, eliminating ambiguous language and establishing clearly stated requirements for parking for dwellings within a mixed-use building will provide direction for property owners, developers, City staff, the Commission and the City Council.

Some of the questions that might be explored through a parking study include:

- What is the availability of parking on-street and in public parking lots within a block of the business district during peak times?
- Are there better ways to manage the on-street parking spaces and existing public parking lots to meet short term customer parking needs of the businesses?
- Since most of the college students living in the apartment buildings and mixed-use buildings located directly adjacent to the UNI campus can easily walk to and from classes, should every resident be guaranteed a parking space directly adjacent to their apartment? To reserve the prime land abutting the UNI campus for businesses and housing, are there remote parking solutions that could reasonably meet the parking demand of those students who use their cars primarily on weekends?

Setting the parking requirement at the right level is important, particularly in urban areas where land costs are higher and there is a desire to use land efficiently to create walkable neighborhoods and commercial areas with a mainstreet character, which sets them apart from auto-centric commercial districts in outlying areas. While it is very important to make sure there is adequate parking provided in a business district, there are costs to over-prescribing private, off-street parking, particularly in an area that is intended for pedestrian-oriented mainstreet development. The potential costs of over-prescribing private off-street parking include:

- Loss of valuable land that could otherwise be used for active and revenue generating uses, such as businesses and housing. Requiring parking beyond what is needed imposes an unnecessary cost on new development, which translates into higher residential rents and higher lease rates for businesses;
- Requiring off-street parking on each building site makes it difficult to maintain or create a walkable business district with a mainstreet character with storefronts clustered together along the public sidewalk;
- Private, off-street parking areas located on each lot discourages walking and biking since businesses and housing are spread out over a larger area interrupted by parking lots making it more time-consuming and unpleasant to walk to different destinations within the area;

- High parking requirements may discourage redevelopment in the College Hill area where available land for development is limited, even though one of the primary goals for the College Hill Business District is to encourage investment and revitalization.

ANALYSIS

In Section 29-160, College Hill Neighborhood Overlay Zoning District, there are specific parking standards that are listed for a number of land uses, including single-unit dwellings, two-unit dwellings (duplexes), multiple dwellings, boardinghouse/rooming house, and fraternity/sorority, but there is no standard for what is required in a commercial or mixed-use building. However, even though there is indication both in the Comprehensive Plan and in the code that mixed-use buildings are encouraged within the College Hill Business District, there is no “mixed-use” definition and there is ambiguous language about principal, secondary, and accessory uses. The language implies that upper floor uses within a “commercial use” are accessory or secondary uses and no on-site parking is required for such uses. Calling upper floor apartments in a multi-story building “accessory uses” seems counter-intuitive because they do not fall clearly into the definition of an accessory use, which is typically reserved for uses and structures that are subordinate to the main use of the property. In fact, the examples of accessory uses listed in the definition include parking and storage. The other term used in the code that refers to upper floor uses is “secondary.” However, the code does not include a definition of what a secondary use is, which has led to much speculation and interpretation, parsing of the zoning code language and much frustration on the part of the public, developers, City staff and the Commission.

The common understanding of a mixed-use building is that it is a building that contains multiple principal uses in one building. There may also be accessory uses, such as parking and storage areas, within the building that serve the principal users of the building. These accessory uses are carefully placed within the building so they contribute to the convenience and comfort of the businesses and residents, but do not detract from pedestrian environment along the street.

While further study and refinement to parking standards in the zoning code is warranted, staff recommends adopting the following limited changes to the College Hill Overlay as an interim measure to provide clarity for the public and for property owners that want to move forward with new buildings and improvements in the College Hill business district. In summary, Staff recommends:

- eliminating the confusing language about accessory and secondary use;
- adding a definition of a mixed-use building;
- Clearly stating the parking requirements for the uses within a mixed-use building. Staff recommends adding a requirement for upper floor residential dwellings within a mixed-use building at a ratio of 1 parking stall per bedroom, but not less than 1 parking stall per unit. This ensures that all unit sizes and bedrooms are treated the same and creates a simple calculation for the building as a whole. Staff believes that this ratio may still be on the high side and parking may be over-supplied, because this assumes that everyone living within the building will have a car and needs on-site parking. Staff is also recommending eliminating the visitor parking requirements. Staff believes the substantial benefits of using land efficiently for active building uses to foster a walkable, mainstreet character to the College Hill Business District outweighs the potential costs of the instances when visitors might exceed the available private parking on the property. Staff believes this is a good interim solution step until further study of the public parking

system, including available University parking can be completed. There is already considerable anecdotal evidence that public parking lots, particularly those located east of College Street are underutilized, with parking available for visitors at all times of day.

- Add language to ensure that upper floor residential uses within existing mixed-use buildings remain exempt from parking requirements;
- For consistency purposes, staff recommends changing the parking requirement for multiple dwellings to match the proposed parking requirement for residential dwelling units within a mixed-use building;
- Establishing minimum and maximum setbacks for mixed-use buildings to ensure a mainstreet character as envisioned for the College Hill Business District.
- Establishing building design standards for mixed-use buildings that address safe and prominent building entries, quality storefront design, and standards for high quality building materials and building articulation to match what is required for multiple dwellings within the College Hill Overlay.
- Some minor clean-up on the terms used for different types of dwellings to match Section 29-2, Definitions.

A copy of the College Hill Neighborhood Overlay Zoning District language is attached with new language underlined and language proposed for deletion indicated with strike-through notation.

PLANNING & ZONING COMMISSION & STAFF RECOMMENDATION

The Planning & Zoning Commission and the Community Development Department recommend approval of the attached zoning code amendments.

PLANNING & ZONING COMMISSION

Discussion 1/24/2018 Chair Oberle introduced the discussion with regard to principal and accessory/secondary uses and Mr. Sturch provided background information. He introduced elements for consideration with regard to mixed use developments within the C-3 District. He summarized the Comprehensive Plan goals and introduced ideas to consider when drafting the ordinance amendments.

The Commission members discussed the need to better define an accessory use. Mr. Sturch indicated that the accessory use is only on upper floors of a commercial structure; must comply with the residential parking guidelines; and all parking must be placed behind the street level storefront (commercial use).

Mr. Sturch explained that the C-3 District does not have parking requirements for residential as an accessory use. The City began to apply the requirements based on the State Street development as the lots were assembled. This proposal would better define the building use and set up parking requirements.

Mr. Wingert stated that it is expensive to redevelop and feels the 50% use restricts development. Ms. Giarusso stated that if the Commission is looking at C-3 zoning, residential should be considered as well. Ms. Saul stated many shoppers are from outside the area, and parking needs to be considered.

Mr. Sturch also discussed efficiency/studio unit considerations. These ordinance changes should include the area calculation of each efficiency/studio unit and its parking ratio.

Several members of the public provided comments on the importance of off street parking in the downtown and College Hill area.

Mr. Sturch indicated that staff will seek input from Community Main Street and the College Hill Partnership as well as surveying other communities. This matter will be brought back to the Commission in March.

Discussion
3/28/2018

Chair Oberle introduced the item and Mr. Sturch provided background information. He summarized the potential changes to the ordinance. At this time, these ordinance amendments are being presented for discussion.

There were several people in the audience to comment on the proposed changes to the zoning ordinance.

Eashaan VajPeyi, 3831 Convair Lane provided some comments on the parking proposal for efficiency/studio units.

Ryan Kreiner, 4525 Quesada Court, spoke about the College Hill Partnership and their mission statement.

Dr. Brian Sires, 8230 Beaver Hills Lane, talked about occupancy standards in one bedroom units. He believes that the proposed parking ratio for efficiency/studio units will create a parking problem by not providing ample stalls for the tenants.

The commission had some comments on the proposed zoning amendments. Mr. Holst asked for clarification on the parking requirements between the studio and one-bedroom units. Ms. Giarusso asked how staff came up with six hundred square feet for the studio units. Mr. Oberle asked how parking was decided for the studio units. Ms. Saul and Mr. Leeper had questions about the exceptions that are proposed. Mr. Sturch responded to these questions.

Mr. Wingert asked if the local developers would comment on the proposed changes. Mr. Holst stated that he wants to see commercial use preserved in commercial districts. Mr. Arntson asked what the difference would be between R-4 and the C-3 proposed parking requirements. Mr. Wingert asked if there are any current buildings that would fit the new criteria to use as an example. Mr. Sturch responded to these questions.

Community Development Director Sheetz provided some comments during the discussion. These parking requirements will be for residential uses in the C-3 district and citywide for efficiency/studio units.

Mr. Wingert wanted to put on the record that it he had no reason to abstain from this project.

Chair Oberle noted that this item will be continued as a public hearing on April 11. That will be the time for any input from developers and citizens.

Discussion
4/11/18

Chair Oberle introduced the item and Mr. Sturch provided background information. He explained that the goals are to promote existing Commercial Districts for commercial users, promote mixed use developments, and maintain commercial users at the street level. Comprehensive Plan Goals include mixed land uses, retail expansion, and promoting walkable neighborhoods. He discussed mixed use buildings and the definitions that are involved, including principal use, accessory/secondary use and consistency with past interpretation of main level use. Mr. Sturch also talked about parking provisions that need to be addressed, and displayed the results of a parking survey done in other cities. Staff introduced the Ordinance at the January 24, 2018 meeting and have met with Community Main Street and the College Hill Partnership. He noted questions that still need to be discussed and considered, and stated that staff would like to continue discussion, research additional information and continue public outreach to gain input from the community. Staff recommends closing the public hearing and tabling the matter in order to gather more information.

Mr. Holst made a motion to approve to receive and file the public notice. Saul seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert), and 0 nays.

Chair Oberle declared the public hearing open and invited the public to come forward with comments or questions. Eashaan Vajpeyi, 3831 Convair Lane (on behalf of his client, Brian Sires and himself), asked why certain parts of the code ordinance overhaul are taking place now and if they are eventually going to be run through a consultant. He questioned the parking ratios that were displayed during the introduction and stated that he doesn't believe Cedar Falls would want the parking in the city to be comparative to a community like Iowa City. He also cautioned allowing the mixed use definition to create a situation where parking is not required in places where it will be needed. He noted that issues with variances made for parking should be handled by the Board of Adjustment, not the Planning and Zoning Commission.

Dennis Bigelow, 3909 Beaver Ridge Circle, stated that parking needs to be available for businesses to survive. He noted that he has spoken to different individuals that are in business with regard to businesses on College Hill. He asked what the requirements be to open a business in that area and the standard answer was parking availability and accessibility.

Carol Lilly, Community Main Street, applauded the Commission for taking a look at the issue. She noted that there is a strategic planning session scheduled for discussion of the parking issues, and would like to get input from other community members and business owners. She also stated that historically, residential is a component of commercial, which is an important part of downtown that they would like to continue.

Brad Leeper clarified that the Commission is not trying to legitimize a particular project. The current zoning requirements were set up based on a classic Main Street commercial building with one story of residential above it. Recently, the Commission has been seeing a different level of development with larger buildings and more density and they are trying to address the issues to clarify it.

Ms. Saul noted that a constituent sent a text to a councilmember stating that Ms. Saul was upset about the parking issue. She clarified that she was concerned, not upset. She agrees that each district is different in its own way and looks forward to further discussion.

Mr. Holst stated that he doesn't agree with having different C-3 regulations between

downtown and College Hill. He believes that more variations create more difficult situations. He would prefer a solution that will be uniform and work across the whole City. He also mentioned that the studio size may need to be reconsidered for appropriate parking adjustment.

Ms. Saul asked again about principal use of a structure. She would like more discussion on how that is determined. Ms. Howard clarified that the reason a mixed use definition is being considered is to get away from a principal or secondary use, as all uses in larger mixed use buildings are really principal uses and are creating some kind of parking demand. There is currently confusion on how to calculate parking. The idea is to eliminate the confusion and gray area for parking requirements.

Ms. Giarusso asked about the proposed zoning code overhaul review process when a consultant is hired and whether it would be better to wait to make these changes. Ms. Howard stated that it may be some time before a new zoning code would be in place and the intent of the current effort is to clarify the parking standards, particularly for the C-3 Zones, as there may be more developments proposed before the total overhaul is discussed. Parking standards can be reviewed again for the zoning code overhaul; however, it is currently a concern, so probably should be addressed at this time to prevent further uncertainty and confusion.

Carol Lilly stated that what is really needed is a better picture of where we want to go as a City.

Ms. Saul made a motion to table the item for a later date. Mr. Holst seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert), and 0 nays.

Discussion 12/12/18

Acting Chair Holst introduced the item and Ms. Howard provided background information. She explained that staff is bringing forward an interim solution to clarify the parking requirements for mixed-use buildings. She noted that the City is planning to do a parking study in the College Hill area to help establish the parking needs that can be used to officially update the code. Ms. Howard discussed the costs of setting aside land for parking. She also spoke to the plan to delete ambiguous and confusing language in the code with regard to mixed-use buildings. Staff recommends adding a definition for a mixed-use building and then adding a parking requirement for residential dwelling units within a mixed-use building. As a starting point, staff suggests one parking space per bedroom and eliminating the visitor parking requirement. To provide a level playing field for multiple dwelling buildings, staff recommends adopted the same requirement. Staff notes the importance of making sure the parking requirements are not set too high. After the parking study is completed, there may be a need to adjust the requirement again. Staff also recommends deleting the ambiguous language regarding principal, secondary, and accessory use as it relates to mixed-use buildings and the parking requirements. Language was also added to establish building design standards for the mixed-use buildings that address safe and prominent building entries, quality storefront design and standards for high quality materials. These standards are consistent with the standards already in the code related to design review in the College Hill Overlay and are consistent with the storefront design standards recently adopted for mixed-use storefront buildings in the Downtown Overlay. It is also

proposed to clean up terms used for different types of dwellings to match the definitions in Section 29-2 of the code.

Staff recommends discussion of the proposed amendments and setting a date for public hearing at the January 9, 2019 Planning and Zoning Commission meeting. Ms. Saul asked when the parking study will be done. Ms. Howard answered that the decision is up to City Council, but the idea is to review the results of the downtown study and then consider conducting a similar study in College Hill soon thereafter. Mr. Hartley clarified that the code amendments being discussed just apply to the College Hill Overlay, not downtown. Ms. Howard confirmed that is the case.

Mr. Wingert asked about the process of making any additional changes to parking requirements after the parking study. Ms. Howard discussed the process. Mr. Leeper asked about the timing on the current and future code amendments. Ms. Howard stated that is up to the Commission to decide when to move the current proposed amendments forward to the City Council for consideration. Mr. Leeper asked what happens if someone wants to rehab an upper space in an existing property on College Hill. Ms. Howard noted that existing dwelling units would be grandfathered with no parking required. If new space is being added or converted to residential, they would have to provide parking according to the Code. She noted that there are options that could be explored to exempt upper floor space from the parking requirements. Staff could bring something back at the next meeting for the Commission to consider in this regard. Ms. Saul asked what happens when tenants don't have ample parking and where they can park.

Brent Dahlstrom stated that he feels this is an amicable discussion and that there is work being done to find a balance, but feels that College Hill needs redevelopment. He noted that the floodplain is being updated within the city and suggested using the areas that will be in the floodplain for parking lots.

Eashaan Vajpeyi stated that he supports the project but wants to see the code changed before reviewing the projects. He asked that the code be amended to reflect the development changes that have been coming forward.

Brian Sires stated that he feels that there is some discrepancy in the commercial and residential uses. He also noted that studios and one bedroom units are typically shared by a couple to keep costs down and that isn't counting visitors. He feels that there should be 1.5 stalls per one bedroom to accommodate the parking appropriately.

Ryan Kriener, 4407 Donald Drive, stated that the area isn't just for college students. They are intending to make it a vibrant area for everyone. He asked that the Commission keep that in consideration when making the changes.

Kamyar Enshayan asked the Commission to recommend to City Council to do the parking study immediately. He noted that the College Hill Partnership has also sent a letter to Council asking the same.

Andy Fuchtman stated that redevelopment has not been happening very quickly on the Hill and there have been some that have been skeptical about whether starting a business on College Hill was a good idea, but that there are those that have taken

the chance and want things to move in a positive direction. He stated that Sidecar Coffee has been a success.

There was further Commission discussion with regard to potential changes to the code. Staff will bring back verbiage for exemptions in existing buildings and will be presented at public hearing on January 9, 2019.

Discussion 1/09/19

The first item of business was Zoning Code Text Amendments – Proposed changes to Section 29-160, College Hill Neighborhood Overlay Zoning District to define and clarify standards for mixed-use buildings. Acting Chair Holst introduced the item and Ms. Howard provided background information. She explained that a public notice was published in the Waterloo Courier and it has been entered into public record. She went on to discuss the goals of the amendments. The primary goal is to clear up the ambiguous and confusing language in the College Hill Overlay District and establish clear and objective standards in the code to facilitate consistent review and approval of proposed development. The changes are intended to further the existing Comprehensive Plan goals for the College Hill Neighborhood, including improvement of pedestrian access, spurring local development of more mixed-use storefronts with apartment dwellings above and to link the “Upper Hill” and the “Lower Hill” along College Street into a more cohesive, walkable area. She noted that there will likely be an upcoming study of public parking in College Hill, so the proposed zoning amendments may need to be adjusted after the parking study is completed. She also discussed the hidden costs of setting aside too much land for private off-street parking. As requested by the Commission after conflicting opinions about the interpretation of the zoning ordinance for several previous development requests, staff is recommending to delete ambiguous and confusing language in the code regarding principal and secondary uses, define mixed use buildings and establish parking standards for residential dwelling units within a mixed-use building. In addition, staff is recommending to establish building design standards for mixed-use buildings that address safe and prominent building entries, quality storefront design and standard for high quality building materials and building articulation to match what is required for multiple dwellings within the College Hill Overlay. There would also be some minor clean-up on the terms used for different types of dwellings to match Section 29-2, Definitions. Staff recommends approval of the proposed zoning code amendments.

Jerry Geisler, 4412 S. Hudson Road, stated that he did not get his paperwork in to the Commission in time to be a part of the record, but at the last meeting it was mentioned that a lot of the students come from middle income families and are looking for a cheaper place to live. He noted that in his experience the students want to have the maximum amount of tenants in a unit to keep costs down, but they also all have vehicles. He feels that parking requirements should be more than one vehicle per bedroom to accommodate the added tenants.

Mr. Sturch noted that there are letters that were submitted and given to the Commission after the packets were compiled.

Eashaan Vajpeyi, 3831 Convair Lane, feels there is a distinct difference between any preliminary parking studies in the downtown area, where the developments are more expensive and tenants have higher incomes and fewer vehicles, and the parking situation on the Hill. He mentioned a survey of landlords of college students that showed that 98% of the students own cars. The students will typically walk to class from their apartment, leaving their cars parked in the available spaces during the day. This does not allow much turnover for commercial/visitor parking. He stated his opinion that city

parking is not there for residents of developers to capture and use for their purposes. Mr. Vajpeyi recited a quote from Maggie Miller, former director of government relations for University of Northern Iowa. "Every student I know that lives off campus owns a car. There's really not a way to live in this city without a car. We've had a problem with Urban Flats." He stated that the Urban Flats project was passed through with the agreement that the students were to buy a UNI parking pass, however there was no verification in place and there is only one lot where a 24 hour pass can be purchased. He feels a study needs to be done before another project like that is approved.

Kamyar Enshayan, 1703 Washington Street, board member of the College Hill Partnership, stated that a letter of support of the change was sent to the Commission. The Partnership's goal is to encourage vitality, walkability and bike-ability on the Hill and they feel that the change is a reasonable step forward.

Dan Drendel, Slingshot Architecture, stated that he is in support of what staff is recommending and appreciates the Commission's work to remove ambiguity from the code. He feels this is a good interim step until the parking study is completed.

Brian Sires, 1939 College Street, agreed with the majority of the comments made. He stated that College Hill will change over time and he encourages the Commission to create adequate parking for the future to accommodate those changes.

Ryan Kriener, 4487 Donald Drive, asked about an opportunity for using remote, off-site parking to serve the needs of residents and whether that would be added to the code. Ms. Howard stated that this is an option that could be considered with the larger parking study and future code amendments.

Becky Hawbaker, 2309 College Street, commented that the Hill is changing and bringing more variety. As a resident of the area, she feels that density should be built to create walkable neighborhoods. As new businesses are coming in, there is less of a need for students to drive.

Mr. Leeper made a motion to approve. Mr. Wingert seconded the motion.

Mr. Leeper understands the parking concerns but feels that the increased density and walkability is a good goal.

Ms. Giarusso stated that she feels that the parking study should include the University of Northern Iowa. She feels that there may be students who don't drive often or at all and may be willing to park further from their residences as they walk to classes.

Ms. Saul feels that the study should be done before any changes are made.

Mr. Hartley likes the change and feels it provides a measured solution in the interim until completion of the study.

Mr. Holst supports the parking study for gathering information.

Ms. Adkins asked about the timeframe for the study. Howard responded that there has not been a specific timeline determined at this time.

The motion was approved with 4 ayes (Hartley, Holst, Leeper and Wingert), and 3 nays (Adkins, Giarusso and Saul).

ORDINANCE NO. _____

AN ORDINANCE REPEALING AND REPLACING SECTION 29-160, CHN, COLLEGE HILL NEIGHBORHOOD OVERLAY ZONING DISTRICT, OF DIVISION 2, SPECIFIC DISTRICTS, OF ARTICLE III, DISTRICTS AND DISTRICT REGULATIONS, OF CHAPTER 29, ZONING OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR FALLS, IOWA (Case # TA19-001)

WHEREAS, it is the purpose of the College Hill Neighborhood Overlay Zoning District to regulate development and land uses within the College Hill Neighborhood and to provide guidance for building and site design standards, maintenance and development of the residential and business districts in a manner that complements the University of Northern Iowa campus, promotes community vitality and safety, and strengthens commercial enterprise; and

WHEREAS, these amendments add a definition of “mixed-use building” and establish standards for said mixed-use buildings, including parking requirements and building design standards to encourage new development and revitalization of the College Hill business district and areas immediately adjacent to the University of Northern Iowa campus; and

WHEREAS, these amendments delete ambiguous language from the College Hill Overlay Zoning District standards that have created uncertainty in the market and in the community regarding parking requirements for upper floor residential dwelling units within mixed-use buildings;

WHEREAS, these amendments provide consistency between the parking requirements for mixed-use buildings in the C-3 (College Hill Business District) and multiple dwelling buildings in the R-3 and R-4 Zoning Districts located within the College Hill Overlay District;

WHEREAS, the Planning and Zoning Commission has reviewed the proposed changes to the ordinance and recommends approval; and now, therefore:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA:

A. Section 29-160, CHN, College Hill Neighborhood Overlay Zoning District, of Division 2, Specific Districts, of Article III, Districts and District Regulations, of Chapter 29, Zoning is hereby repealed in its entirety and the following Section 29-160, is enacted in lieu thereof, as follows:

Sec. 29-160. - CHN, College Hill Neighborhood overlay zoning district.

General Regulations

- (a) *Boundaries.* The College Hill Neighborhood zoning district (CHN District) boundaries are shown in the College Hill Neighborhood Master Plan and legally described in Attachment A. (Said attachment is not set out at length herein but is on file in the office of the city planner.)
- (b) *Purpose and intent:* The purpose of the College Hill Neighborhood overlay zoning district is to regulate development and land uses within the College Hill Neighborhood and to provide guidance for building and site design standards, maintenance and development of the residential and business districts in a manner that complements the University of Northern Iowa campus, promotes community vitality and safety and strengthens commercial enterprise. New structures, including certain types of fences, certain modifications to existing structures and certain site improvements and site maintenance shall conform to this section.

The provisions of this section shall apply in addition to any other zoning district regulations and requirements in which the land may be classified. In the case of conflict, the most restrictive provisions shall govern unless otherwise expressly provided in this section.

- (c) *Definitions.*
 - (1) *Bedroom:* A room unit intended for sleeping purposes containing at least 70 square feet of floor space for each occupant. Neither closets nor any part of a room where the ceiling height is less than five feet shall be considered when computing floor area.
 - (2) *Change in use:* Change in use shall include residential uses changed from single-unit to two-unit or two-unit to multi-unit or to any increase in residential intensity within a structure (i.e. change from duplex to fraternity house). The term shall also apply to changes in use classifications (i.e. residential to commercial).
 - (3) *Fraternity/sorority:* Residential facilities provided for college students and sponsored by university affiliated student associations. Such facilities may contain individual or common sleeping areas and bathroom facilities but shall provide common kitchen, dining, and lounging areas. Such facilities may contain more than one unit.
 - (4) *Greenway:* Open landscaped area maintained for floodplain protection, stormwater management and public access. Such area may contain pedestrian walkways or bicycle pathways but is not intended for regular or seasonal usage by motorized recreational vehicles.
 - (5) *Landscaped area:* An area not subject to vehicular traffic, which consists of living landscape material including grass, trees and shrubbery.
 - (6) *Lot split, property transfer:* Not a subdivision plat where a new lot is being created; includes any transfer of small segments of property or premises between two abutting properties, whether commonly owned or owned by separate parties, where one property (the "sending property") is dedicating or deeding additional land to another abutting property (the "receiving property."[])

- (7) *Mixed-Use Building*: A building designed for occupancy by a minimum of two different uses. Uses generating visitor or customer traffic (such as retail, restaurants, personal services) are typically located on the ground floor facing the street, whereas uses generating limited pedestrian activity (such as office or residential uses) are typically located on upper floors or behind street-fronting commercial uses.
- (8) *Neighborhood character*: The College Hill Neighborhood area is one of Cedar Falls' oldest and most densely populated neighborhoods. As the University of Northern Iowa has grown the original single-unit residential neighborhood surrounding the campus area has been transformed into a mixture of single-unit, duplex and multiple unit dwelling units along with a few institutional uses and other university-related uses such as fraternities and sorority houses. These various uses are contained in a variety of underlying zoning districts (i.e. R-2, R-3, R-4, Residential and C-3, commercial districts). Architectural styles vary significantly among existing building structures while differing land uses and building types are permitted in different zoning districts. When references are made in this ordinance to preservation of neighborhood character, uniformity of building scale, size, bulk and unusual or widely varying appearance are of primary concern regardless of the nature of the proposed building use.

New construction, including significant improvements to existing structures, shall be of a character that respects and complements existing neighborhood development. The following variables or criteria shall be used in determining whether a newly proposed construction or building renovation is in keeping with the character of the neighborhood:

- a. Overall bulk/size of the building;
 - b. Overall height of the building;
 - c. Number of proposed dwelling units in comparison to surrounding properties;
 - d. Lot density (lot area divided by number of dwelling units);
 - e. Off-street parking provision;
 - f. Architectural compatibility with surrounding buildings.
- (9) *Parking area*: That portion of a parcel of land that is improved and designated or commonly used for the parking of one or more motor vehicles.
- (10) *Parking lot*: That area improved and designated or commonly used for the parking of three or more vehicles.
- (11) *Parking space, also parking stall*: An area measuring at least nine feet wide and 19 feet long for all commercial, institutional or manufacturing uses or eight feet wide and 18 feet long for residential uses only, connected to a public street or alley by a driveway not less than ten feet wide, and so arranged as to permit ingress and egress of motor vehicles without moving any other vehicle parked adjacent to the parking space.
- (12) *Premises*: A lot, plot or parcel of land including all structures thereon.
- (13) *Residential Building*: Any building that is designed and/or used exclusively for residential purposes, but not including a tent, cabin or travel trailer.
- (14) *Residential conversion*: The alteration or modification of a residential structure that will result in an increase in the number of rooming units or dwelling units within the residential structure. The addition or creation of additional rooms within an existing rooming unit or dwelling unit does not constitute a residential conversion.

(15) *Structural alteration:* Any alteration, exterior or interior that alters the exterior dimension of the structure. This provision shall apply to residential, commercial and institutional uses including churches or religious institutions.

(16) *Substantial improvement:* Any new construction within the district or any renovation of an existing structure, including the following:

- a. Any increase in floor area or increased external dimension of a residential or commercial structure. Additional bedrooms proposed in an existing duplex or multi-unit residence shall be considered a substantial improvement. Bedroom additions to single-unit residences shall not be considered to be a substantial improvement.
- b. Any modification of the exterior appearance of the structure by virtue of adding or removing exterior windows or doors. Repair or replacement of existing windows or doors which does not result in any change in the size, number or location of said windows and doors shall not be considered to be a substantial improvement.
- c. Any structural alteration that increases the number of bedrooms or dwelling units. Interior room additions, including bedroom additions, may be made to single-unit residential structures without requiring additional on-site parking.
- d. All facade improvements, changes, alterations, modifications or replacement of existing facade materials on residential or commercial structures. Routine repair and replacement of existing siding materials with the same or similar siding materials on existing structures shall be exempt from these regulations.
- e. Any new, modified or replacement awnings, signs or similar projections over public sidewalk areas.
- f. Any increase or decrease in existing building height and/or alteration of existing roof pitch or appearance. Routine repair or replacement of existing roof materials that do not materially change or affect the appearance, shape or configuration of the existing roof shall not be considered a substantial improvement.
- g. Any construction of a detached accessory structure measuring more than 300 sq. ft. in base floor area for a residential or commercial principal use.
- h. Any increase in area of any existing parking area or parking lot or any new construction of a parking area or parking lot, which existing or new parking area or parking lot contains or is designed to potentially accommodate a total of three or more parking stalls.
- i. Any proposed property boundary fence, which utilizes unusual fencing materials such as stones, concrete blocks, logs, steel beams or similar types of atypical or unusual fence materials. Standard chain link fences, wooden or vinyl privacy fences shall be exempt from these provisions.
- j. Demolition and removal of an entire residential, commercial or institutional structure on a property shall not be considered a substantial improvement.

(d) *Administrative review.*

(1) *Applicability.* The provisions of this section shall constitute the requirements for all premises and properties that lie within the boundaries of the College Hill Neighborhood overlay zoning district. This section and the requirements stated herein shall apply to all new construction, change in use, structural alterations, substantial improvements or site improvements including:

- a. Any substantial improvement to any residential, commercial or institutional structure, including churches.

- b. Any new construction, change in use, residential conversion or structural alteration, as defined herein, for any structure.
 - c. Any new building structure including single-unit residences.
- (2) In the case of emergency repairs required as the result of unanticipated building or facade damages due to events such as fire, vandalism, flooding or weather-related damages, site plan review by the planning and zoning commission and the city council will not be required for completion of said emergency repairs, provided that the extent of damages and cost of said repairs are less than 50 percent of the value of the structure. However, said emergency repairs along with cost estimates related to the extent of building structural damages shall be verified by the city planner in conjunction with the city building inspector. Said emergency repairs, to the extent possible, shall repair and re-establish the original appearance of the structure. In the event that said emergency repairs result in dramatic alteration of the exterior appearance of the structure as determined by the city planner, the owner of the property shall make permanent repairs or renovations that re-establish the original appearance of the structure with respect to facade features, window and door sizes, locations and appearances of said windows and doors within six months following completion of said emergency repairs. Said emergency repairs shall not alter the number, size or configuration of pre-existing rooms, bedrooms or dwelling units within the structure.
- (3) Submittal requirements. Applicants for any new construction, change in use, structural alteration, facade alteration, residential conversion, substantial improvement, parking lot construction or building enlargement shall submit to the city planning division an application accompanied by such additional information and documentation as shall be deemed appropriate by the city planner in order for the planning division to properly review the application. The required application for any project may include one or more of the following elements depending upon the nature of the application proposal. Some applications will require submittal of more information than other types of applications. The city planner will advise the applicant which of these items need to be submitted with each application with the goal of providing sufficient information so that decision makers can make an informed decision on each application.
- a. Written description of building proposal, whether a new structure, facade improvement, parking lot improvement, building addition, etc. The name and address of the property owner and property developer (if different) must be provided.
 - b. Building floor plans;
 - c. Building materials;
 - d. Dimensions of existing and proposed exterior building "footprint";
 - e. Facade details/exterior rendering of the structure being modified, description of proposed building design elements including but not limited to building height, roof design, number and location of doors and windows and other typical facade details;
 - f. Property boundaries, existing and proposed building setbacks;
 - g. Parking lot location, setbacks, parking stall locations and dimensions along with parking lot screening details;
 - h. Lot area and lot width measurements with explanation if any portion of an adjacent lot or property is being transferred to the property under consideration;
 - i. Open green space areas and proposed landscaping details with schedule for planting new landscaping materials;
 - j. Trash dumpster/trash disposal areas;

k. Storm water detention/management plans.

Following submittal of the appropriate application materials as determined by the city planner, said application materials shall be reviewed by the City of Cedar Falls Planning and Zoning Commission and the City Council to determine if the submittal meets all ordinance requirements and conforms to the standards of the comprehensive plan, recognized principles of civic design, land use planning and landscape architecture. The commission may recommend and the city council may approve the application as submitted, may deny the application, or may require the applicant to modify, alter, adjust or amend the application as deemed necessary to the end that it preserves the intent and purpose of this section to promote the public health, safety and general welfare.

(e) *District requirements and criteria for review.*

(1) Minimum on-site parking requirements. If different from the underlying base zone, the following requirements shall govern.

- a. *Single-unit Dwelling*: Two parking stalls per dwelling.
- b. *Single-unit Dwelling, renter-occupied*: Two parking stalls per dwelling unit plus one additional parking stall for each bedroom in excess of two bedrooms.
- c. *Two-unit Dwelling*: Two stalls per dwelling units plus one additional stall for each bedroom in each dwelling unit in excess of two bedrooms.
- d. *Multiple Dwelling*: One stall per bedroom, but not less than one stall per dwelling unit.
- e. Commercial and Mixed-Use Buildings: No parking required for non-residential uses. For dwelling units within mixed-use buildings, one parking stall per bedroom, but not less than one stall per dwelling unit, except as follows. For mixed-use buildings constructed prior to January 1, 2019, parking is not required for existing dwelling units. In addition, for mixed-use and commercial buildings constructed prior to January 1, 2019, parking is not required for upper floor space that is converted to residential use.
- f. *Boardinghouse/rooming house*: Five stalls plus one stall for every guest room in excess of four guest rooms.
- g. *Fraternity/sorority*: Five parking stalls plus one stall for every two residents in excess of four residents.
- h. Where fractional spaces result, the number required shall be the next higher whole number.
- i. *Bicycle accommodations*: All new multi-unit residential facilities are encouraged to provide for the establishment of bicycle racks of a size appropriate for the anticipated residential occupancy of the facility. A general suggested bike parking standard is 2 bike stalls per residential unit. For commercial projects, if lot area is available, bike racks are encouraged to be installed in conjunction with the commercial project.

(2) Parking lot standards:

- a. All newly constructed or expanded parking lots (three or more parking stalls) shall be hard surfaced with concrete or asphalt, provided with a continuous curb, be set back a minimum five feet from adjacent property lines or public right-of-way with the exception of alleyways, in which case a three foot permeable setback will be required, and otherwise conform to all parking guidelines as specified in this section and in section 29-177 of the Zoning Ordinance. Alternative parking lot surfaces may be considered to the extent that such surfaces provide adequate storm water absorption rates, subject to city engineering review and approval, while providing an acceptable surface material and finished appearance. Gravel or crushed asphalt

parking lots will not be permitted. However, other types of ecologically sensitive parking lot designs will be encouraged and evaluated on a case-by-case basis.

- b. Landscaping in parking lots shall be classified as either internal or peripheral. The following coverage requirements shall pertain to each classification:

1. *Peripheral landscaping.* All parking lots containing three (3) or more parking spaces shall provide peripheral landscaping. Peripheral landscaping shall consist of a landscaped strip not less than five feet in width, exclusive of vehicular obstruction, and shall be located between the parking area and the abutting property lines. One tree for each 25 lineal feet of such landscaping barrier or fractional part thereof shall be planted in the landscaping strip. At least one tree shall be planted for every parking lot (such as a 3-stall parking lot) regardless of the lineal feet calculation. In addition to tree plantings, the perimeter of the parking lot shall be screened with shrubbery or similar plantings at least 3 feet in height as measured from the finished grade of the parking lot at the time of planting for purposes of vehicular screening. The vegetative screen should present a continuous, effective visual screen adjacent to the parking lot for purposes of partially obscuring vehicles and also deflecting glare from headlights. If landscaped berms are utilized, the berm and vegetative screening must achieve at least a 3-foot tall screen at time of installation as measured from the grade of the finished parking lot. Each such planting area shall be landscaped with grass, ground cover or other landscape material excluding paving, gravel, crushed asphalt or similar materials, in addition to the required trees, shrubbery, hedges or other planting material. Existing landscaping upon abutting property shall not be used to satisfy the requirements for said parking lot screening requirements unless the abutting land use is a parking lot.

2. *Exceptions:*

- (a) Peripheral landscaping shall not be required for single-unit or two-unit residential structures where the primary parking area is designed around a standard front entrance driveway and/or attached or detached residential garage. However, if an open surface parking lot containing three (3) or more parking stalls is established in the rear yard of a two-unit residential structure, the perimeter landscaping/screening requirements as specified herein shall apply.
- (b) Peripheral landscaping shall not be required for parking lots that are established behind building structures where the parking lots do not have any public street or alley frontage or is not adjacent to any open properties such as private yards, parks or similar open areas. Examples of such a parking lot would be one designed with a multiple unit apartment facility where the parking lot is encircled with building structures within the project site and where the parking lot is completely obscured from public view by building structures.
- (c) Underground or under-building parking lots.
- (d) Above-ground parking ramps shall provide perimeter screening as specified herein around the ground level perimeter of the parking structure.

3. *Internal landscaping.* All parking lots measuring 21 parking stalls or more shall be required to landscape the interior of such parking lot. At least one over-story tree shall be established for every 21 parking stalls. Each tree shall be provided sufficient open planting area necessary to sustain full growth of the tree. Not less than five percent of the proposed paved area of the interior of the parking lot shall be provided as open space, excluding the tree planting areas. These additional open space areas must be planted with bushes, grasses or similar vegetative materials. Each separate open green space

area shall contain a minimum of 40 square feet and shall have a minimum width dimension of a least five feet.

4. *Exceptions:* Internal landscaping shall not be required for vehicular storage lots, trucking/warehousing lots or for automobile sales lots. However, perimeter landscaping/screening provisions, as specified herein, shall be required for all such parking areas when they are installed or enlarged in area.
 5. *Parking Garages or Parking Ramps:* All such facilities where one or more levels are established for parking either below ground or above ground and where structural walls provide for general screening of parked vehicles, internal landscaping shall not be provided.
 6. It is the intent of this regulation that in parking development sites open green space and landscape areas should be distributed throughout the parking development site rather than isolated in one area or around the perimeter of the parking lot. Trees and shrubs planted within parking areas shall be protected by concrete curbs and provide adequate permeable surface area to promote growth and full maturity of said vegetation.
- c. Parking stalls must provide a minimum separation of four feet from the exterior walls of any principal structure on the property as measured from the vehicle (including vehicular overhang) to the nearest wall of the structure. No vehicular parking stall shall be so oriented or positioned as to block or obstruct any point of egress from a structure, including doorways or egress windows.
 - d. No portion of required front or side yards in any residential (R) zoning district shall be used for the establishment of any parking space, parking area, or parking lot, except for those driveways serving a single unit or two-unit residence. For all other uses, a single driveway no more than 18 feet in width may be established across the required front and side yards, provided that side yard driveway setbacks are observed, as an access to designated rear yard parking areas.
 - e. When a driveway or access off a public street no longer serves its original purpose as access to a garage or parking lot due to redevelopment of the property or is replaced with an alternative parking lot or parking arrangement with an alternate route of access, the original driveway access shall be re-curbed by the owner at the owner's expense and the parking/driveway area shall be returned to open green space with grass plantings or other similar landscaping materials.
 - f. Routine maintenance of existing parking areas and parking lots, including resurfacing of said areas with similar materials or with hard surfacing will be permitted without requiring review by the planning and zoning commission and city council, provided that no increase in area of said existing parking area or parking lot, or any new construction of a parking area or parking lot, which existing or new parking area or parking lot contains or is designed to potentially accommodate a total of three or more parking stalls, occurs. Any newly paved or hard surfaced parking lot, excluding those existing hard surface parking lots that are merely being resurfaced, must satisfy minimum required setbacks from the property line or alley and must provide a continuous curb around the perimeter of said improved parking lot. Hard surfacing of any existing unpaved parking area or parking lot will require an evaluation by the city engineering division regarding increased storm water run-off/possible storm water detention.
- (3) Storm water drainage:
- a. Storm water detention requirements as outlined in City Code Section 27-405 and in Section 29-87 of the Zoning Ordinance shall apply to all newly developed parking lots and new building

uses. In addition, said requirements shall apply to any existing parking lot that is resurfaced, reconstructed or enlarged subject to review by the city engineer. In those cases where no municipal storm sewer is readily available to serve a particular property or development site, the use of the property will be limited. The maximum allowable use that shall be permitted on any particular property or development site which is not served by a municipal storm sewer shall be limited to the following uses in Residential zoning districts: a parking lot; a single-unit residence; a two-unit residence; or a multi-unit residence. Provided, however, that the applicant shall be required to submit calculations, which shall be subject to review and approval by the city engineering division, that verify that the total impervious surface area on the particular property or development site that will exist immediately following completion of the proposed new development shall be no greater than the total impervious surface area on the particular property or development site that existed immediately prior to the proposed new development.

- b. Soil erosion control: At the time of new site development, including parking lot construction, soil erosion control measures must be installed on the site in conformance with city engineering standards. Said soil erosion measures must be maintained until the site is stabilized to the satisfaction of the city engineering division.

(4) Open space/landscaping requirements:

- a. Principal permitted uses within the district shall provide minimum building setbacks as required in the zoning ordinance. With the exception of construction periods said required front and side setback areas (required yards) shall be maintained with natural vegetative materials and shall not be obstructed with any temporary or permanent structure, on-site vehicular parking including trailers or recreational vehicles, nor disturbed by excavations, holes, pits or established recreational areas that produce bare spots in the natural vegetation.
- b. Driveways measuring no more than 18 feet in width, sidewalks and pedestrian access ways measuring no more than six feet in width may be established across the required front and side yard areas.
- c. All newly constructed office or institutional buildings in the R-3 or R-4 districts and all newly constructed single unit dwellings, two-unit dwellings, or multiple dwellings in residential or commercial districts shall provide on-site landscaping within the required yard areas or in other green space areas of the property at the rate of 0.04 points per square foot of total lot area of the site under consideration for the proposed residential development or improvement. Landscaping shall consist of any combination of trees and shrubbery, subject to review and approval by the planning and zoning commission and the city council. In addition to these requirements, parking lot plantings and/or screening must be provided as specified herein. Plantings must be established within one year following issuance of a building permit. This provision shall not apply to commercial or mixed-use buildings established in the C-3, commercial district.
- d. Measured compliance: The following landscaping point schedule applies to required landscaping in all zoning districts within the College Hill Neighborhood overlay district with the exception of commercial uses in the C-3 commercial business district, and shall be used in determining achieved points for required plantings. The points are to be assigned to plant sizes at time of planting/installation.

<i>Over-Story Trees:</i>	
4-inch caliper or greater	100 points
3-inch caliper to 4-inch caliper	90 points

2-inch caliper to 3-inch caliper	80 points
1-inch caliper to 2-inch caliper	60 points

<i>Under-Story Trees:</i>	
2-inch caliper or greater	40 points
1½-inch caliper to 2-inch caliper	30 points
1-inch to 1½-inch caliper	20 points

<i>Shrubs:</i>	
5-gallon or greater	10 points
2-gallon to 5-gallon	5 points

<i>Conifers:</i>	
10-foot height or greater	100 points
8-foot to 10-foot height	90 points
6-foot to 8-foot height	80 points
5-foot to 6-foot height	40 points
4-foot to 5-foot height	30 points
3-foot to 4-foot height	20 points

(5) Fences/retaining walls:

- a. Fences shall be permitted on properties in accordance with the height and location requirements outlined in section 29-86 of the Zoning Ordinance. Zoning/land use permits shall be required for fences erected within the district.
- b. Any existing fence or freestanding wall that is, in the judgment of the building inspector, structurally unsound and a hazard to adjoining property shall be removed upon the order of the building inspector.
- c. Retaining walls may be installed on property as a measure to control soil erosion or storm water drainage. However, said retaining walls shall be permitted only after review and approval by the city engineer.

(6) Detached accessory structures. All newly constructed detached accessory structures or expansions of existing detached accessory structures exceeding 300 sq. ft. in base floor area

proposed to be situated on residential or commercial properties shall be subject to review and approval by the planning and zoning commission and city council. Maximum allowable building height, size and location requirements for accessory structures as specified in section 29-115 shall apply. In addition to those standards, proposed detached accessory structures or expanded structures larger than 300 sq. ft. in area shall be designed in such a manner as to be consistent with the architectural style of the principal residential or commercial structure on the property. Similar building materials, colors, roof lines, roof pitch and roofing materials shall be established on the accessory structure to match as closely as possible those elements on the principal structure. In addition, vertical steel siding along with "metal pole barn" type construction shall not be allowed.

- (7) No existing single-unit residential structure in the R-2 district shall be converted or otherwise structurally altered in a manner that will result in the creation or potential establishment of a second dwelling unit within the structure.
- (8) No two-unit dwelling or multiple dwelling shall add dwelling units or bedrooms to any dwelling unit without satisfying minimum on-site parking requirements. If additional parking spaces are required, the entire parking area must satisfy parking lot development standards as specified herein.
- (9) No portion of an existing parcel of land or lot or plot shall be split, subdivided or transferred to another abutting lot or parcel for any purpose without prior review and approval by the city planning and zoning commission and the city council. Land cannot be transferred or split from one lot or property to be transferred to another for purposes of benefiting the "receiving" property while diminishing the minimum required lot area, lot width or building or parking lot setback area of the "sending" property. Such lot transfer or split shall not create a nonconforming lot by virtue of reduction of minimum required lot area, lot width or reduction of minimum required building or parking lot setbacks. Said lot transfer or split shall not affect any existing nonconforming property by further reducing any existing nonconforming element of the lot or property including lot area, lot width or building or parking lot setbacks in order to benefit another abutting property for development purposes. This provision shall not apply to those instances where separate lots or properties are being assembled for purposes of new building construction where existing structures on the assembled lots will be removed in order to accommodate new building construction.
- (10) Site plan revisions/amendments: All changes, modifications, revisions and amendments made to development site plans that are deemed to be major or substantial by the city planner shall be resubmitted to the planning and zoning commission in the same manner as originally required in this section. Examples of major or substantial changes shall include but are not limited to changes in building location, building size, property size, parking arrangements, enlarged or modified parking lots, open green space or landscaping modifications, setback areas or changes in building design elements.
- (11) Trash dumpster/trash disposal areas must be clearly marked and established on all site plans associated with new development or redevelopment projects. No required parking area or required parking stalls shall be encumbered by a trash disposal area.
 - a. Large commercial refuse dumpsters and recycling bins serving residential or commercial uses shall be located in areas of the property that are not readily visible from public streets. No such dumpster or bin shall be established within the public right of way. All dumpsters and bins shall be affixed with a solid lid covering and shall be screened for two purposes: (1) visual screening; and (2) containing dispersal of loose trash due to over-filling. Screening materials shall match or be complementary to the prevailing building materials.
- (f) *Design review.* Any new construction, building additions, facade renovations or structural alterations to commercial or residential structures, or substantial improvements to single-unit residences that, in the judgment of the city planner, substantially alters the exterior appearance or character of permitted

structures shall require review and approval by the Cedar Falls Planning and Zoning Commission and City Council.

(1) *Criteria for review:*

- a. Applications involving building design review. Neighborhood character, as herein defined, shall be considered in all.
- b. The architectural character, materials, textures of all buildings or building additions shall be compatible with those primary design elements on structures located on adjoining properties and also in consideration of said design elements commonly utilized on other nearby properties on the same block or within the immediate neighborhood.
- c. Comparable scale and character in relation to adjoining properties and other nearby properties in the immediate neighborhood shall be maintained by reviewing features such as:
 1. Maintaining similar roof pitch.
 2. Maintaining similar building height, building scale and building proportion.
 3. Use of materials comparable and similar to other buildings on nearby properties in the immediate neighborhood.
- d. Mandated second entrances or fire escapes established above grade shall not extend into the required front yard area.
- e. Existing entrances and window openings on the front facades and side yard facades facing public streets shall be maintained in the same general location and at the same general scale as original openings or be consistent with neighboring properties.
- f. Projects involving structural improvements or facade renovations to existing structures must provide structural detail and ornamentation that is consistent with the underlying design of the original building.
- g. The primary front entrances of all residential buildings shall face toward the public street. Street frontage wall spaces shall provide visual relief to large blank wall areas with the use of windows or doorways and other architectural ornamentation.

(2) *Building entrances for multiple dwellings.* Main entrances should be clearly demarcated by one of the following:

- a. Covered porch or canopy.
- b. Pilaster and pediment.
- c. Other significant architectural treatment that emphasizes the main entrance. Simple "trim" around the doorway does not satisfy this requirement.

(3) *Building scale for multiple dwellings.* Street facing walls that are greater than 50 feet in length shall be articulated with bays, projections or alternating recesses according to the following suggested guidelines:

- a. Bays and projections should be at least 6 feet in width and at least 16 inches, but not more than 6 feet, in depth. Recesses should be at least 6 feet in width and have a depth of at least 16 inches.
- b. The bays, projections and recesses should have corresponding changes in roofline or, alternatively, should be distinguished by a corresponding change in some architectural elements of the building such as roof dormers, alternating exterior wall materials, a change in

window patterns, the addition of balconies, variation in the building or parapet height or variation in architectural details such as decorative banding, reveals or stone accents.

(4) *Building scale for commercial buildings and mixed-use buildings.* The width of the front façade of new commercial and mixed-use buildings shall be no more than 40 feet. Buildings may exceed this limitation if the horizontal plane of any street-facing façade of a building is broken into modules that give the appearance or illusion of smaller, individual buildings. Each module should satisfy the following suggested guidelines that give the appearance of separate, individual buildings:

- a. Each module should be no greater than 30 feet and no less than 10 feet in width and should be distinguished from adjacent modules by variation in the wall plane of at least 16 inches depth. For buildings 3 or more stories in height the width module may be increased to 40 feet.
- b. Each module should have a corresponding change in roof line for the purpose of separate architectural identity.
- c. Each module should be distinguished from the adjacent module by at least one of the following means:
 1. Variation in material colors, types, textures
 2. Variation in the building and/or parapet height
 3. Variation in the architectural details such as decorative banding, reveals, stones or tile accent
 4. Variation in window pattern
 5. Variation in the use of balconies and recesses.

(5) *Balconies and exterior walkways, corridors and lifts serving multi-unit residences.*

- a. Exterior stairways refer to stairways that lead to floors and dwelling units of a building above the first or ground level floor of a building. Exterior corridors refer to unenclosed corridors located above the first floor or ground level floor of a building. Balconies and exterior stairways, exterior corridors and exterior lifts must comply with the following:
 1. Materials must generally match or be complementary to the building materials utilized on that portion of a building where the exterior corridor or balcony is established.
 2. Unpainted wooden materials are expressly prohibited.
 3. Stained or painted wood materials may only be utilized if said material and coloration is guaranteed for long term wear and the material is compatible with the principal building materials on that portion of the building where the exterior corridor is established.
 4. The design of any balcony, exterior stairway, exterior lift or exterior corridor must utilize columns, piers, supports, walls and railings that are designed and constructed of materials that are similar or complementary to the design and materials used on that portion of the building where the feature is established.
 5. Exterior stairways, exterior lifts, corridors and balconies must be covered with a roof similar in design and materials to the roof over the rest of the structure. Said roof shall be incorporated into the overall roof design for the structure. Alternatively, such features (stairways, lifts, corridors or balconies) may be recessed into the façade of the building.
 6. Exterior corridors may not be located on a street-facing wall of the building.
- b. Exterior fire egress stairways serving second floor or higher floors of multi-unit residences shall be allowed according to city requirements on existing buildings that otherwise are not

able to reasonably satisfy city fire safety code requirements, provided the fire egress stairway or structure is not located on the front door wall of a building that faces a street. All such egress structures that are located on the front door wall of a building that faces a street, whether new or replacement of an existing egress structure, shall be subject to review by the commission and approval by the city council. Areas of review shall be general design, materials utilized and location of the proposed egress structure. On corner lots, if a side street-facing mandated access is necessary and other options are unavailable, the side-street facing wall shall be used for this egress structure. In any case, fire egress stairways must utilize similar materials as outlined above; i.e., no unpainted wooden material shall be allowed.

(6) *Building materials.*

- a. For multiple dwellings, at least 30% of the exterior walls of the front facade level of a building must be constructed with a masonry finish such as fired brick, stone or similar material, not to include concrete blocks and undressed poured concrete. Masonry may include stucco or similar material when used in combination with other masonry finishes. The following trim elements shall be incorporated into the exterior design and construction of the building, with the following recommended dimensions to be evaluated on a case-by-case basis:
 1. Window and door trim that is not less than 3 inches wide.
 2. Corner boards that are not less than 3 inches wide unless wood clapboards are used and mitered at the corners.
 3. Frieze boards not less than 5 inches wide, located below the eaves.
- b. For commercial and mixed-use buildings, street-facing facades shall be comprised of at least 30% brick, stone, or terra cotta. These high quality materials should be concentrated on the base of the building. On street-facing facades, a minimum of 70% of the ground level floor between 2 and 10 feet in height above the adjacent ground level shall consist of clear and transparent storefront windows and doors that allow views into the interior of the store. Exceptions may be allowed for buildings on corner lots where window coverage should be concentrated at the corner, but may be reduced along the secondary street façade. The bottom of storefront windows shall be no more than 2 feet above the adjacent ground level, except along sloping sites, where this standard shall be met to the extent possible so that views into the interior of the store are maximized and blank walls are avoided.
- c. Any portion of a building with a side street façade must be constructed using similar materials and similar proportions and design as the front facade.
- d. Exposed, unpainted or unstained lumber materials are prohibited along any facade that faces a street-side lot line (i.e., public street frontage).
- e. Where an exterior wall material changes along the horizontal plane of a building, the material change must occur on an inside corner of the building.
- f. For buildings where the exterior wall material on the side of the building is a different material than what is used on the street facing or wall front, the street facing or wall front material must wrap around the corners to the alternate material side of the building at least 3 additional feet.
- g. Where an exterior wall material changes along the vertical plane of the building, the materials must be separated by a horizontal band such as a belt course, soldier course, band board or other trim to provide a transition from one material to another.

- (g) *Commercial district.* The College Hill Neighborhood commercial district is defined by the boundaries of the C-3, commercial zoning district. The district is made up primarily of commercial buildings and mixed-use buildings. However, some properties are occupied or may be occupied in the future by

residential buildings. Residential buildings are to be discouraged due to the limited area available for commercial uses. Standards for residential buildings are set forth below. However, dwelling units located on upper floor(s) of mixed-use buildings are allowed, as set forth below.

- (1) Residential buildings are only allowed within the commercial district subject to planning and zoning commission and city council review and approval. In general, such uses are to be discouraged within the commercial district due to the limited area available for commercial establishments. In those cases where a residential building is permitted, said residential use will be governed by minimum lot area, lot width and building setback requirements as specified in the R-4, Residential zoning district. In addition, all other applicable requirements pertaining to substantial improvements or new construction of any residential use shall conform to the requirements of this section, including on-site parking, landscaping, and building setbacks, with no vehicular parking allowed in the required front and side yards, said required yards being those as defined within the R-4, Residential district.
- (2) Commercial and mixed-use buildings are allowed. In a mixed-use building, no residential use may be established on the main floor or street level floor, other than entrance and lobby areas that provide access to upper floor uses. To provide safe access for residents of the building, there must be at least one main entrance on the street-facing façade of the building that provides pedestrian access to dwelling units within the building. Access to dwelling units must not be solely through a parking garage or from a rear or side entrance. To foster active street frontages, commercial and mixed-use buildings must be placed to the front and corner of lots, and set back a minimum of 0 feet and maximum of 15 feet from street-side lot lines. The ground floor floor-to-structural ceiling height shall be 14 feet minimum. Entries to individual ground floor tenant spaces and entries to common lobbies accessing upper floor space shall open directly onto public sidewalks or publicly-accessible outdoor plazas. Thresholds at building entries shall match the grade of the adjacent sidewalk or plaza area. Entries on street-facing facades shall be sheltered by awnings or canopies that project a minimum of four feet from the building façade and must be a minimum of 8 feet above the adjacent sidewalk.
- (3) Conditional uses. The following uses may be allowed as a conditional use subject to review and approval by the planning and zoning commission and the city council. The proposed use must conform to the prevailing character of the district and such use shall not necessitate the use of outdoor storage areas. In addition such conditional uses must not generate excessive amounts of noise, odor, vibrations, or fumes, or generate excessive amounts of truck traffic. Examples of uses that may be allowed subject to approval of a conditional use permit are:
 - a. Printing or publishing facility;
 - b. Limited manufacturing activity that is directly related to the operation of a retail business conducted on the premises;
 - c. Home supply business.
- (4) Prohibited uses. In all cases the following uses will not be allowed within the C-3, commercial district either as permitted or conditional uses:
 - a. Lumber yards;
 - b. Used or new auto sales lots and displays;
 - c. Auto body shop;
 - d. Storage warehouse or business;
 - e. Mini-storage warehouse;
 - f. Sheet metal shop;

- g. Outdoor storage yard;
 - h. Billboard signs.
- (5) Signage. Typical business signage shall be permitted without mandatory review by the planning and zoning commission and approval by the city council unless a proposed sign projects or extends over the public right-of-way, or a free-standing pole sign is proposed which is out of character with the prevailing height or size of similar signs, in which case planning and zoning commission review and approval by the city council shall be required. All signage within the district shall conform to the general requirements of the Cedar Falls Zoning Ordinance, with the exception that excessively tall free-standing signs (i.e., 30 feet or more in height) shall not be allowed.

Exterior mural wall drawings, painted artwork and exterior painting of any structure within the commercial district shall be subject to review by the planning and zoning commission and approval by the city council for the purpose of considering scale, context, coloration, and appropriateness of the proposal in relation to nearby facades and also in relation to the prevailing character of the commercial district.

INTRODUCED: _____ February 18, 2019
PASSED 1ST CONSIDERATION: _____
PASSED 2ND CONSIDERATION: _____
PASSED 3RD CONSIDERATION: _____
ADOPTED: _____

James P. Brown, Mayor

ATTEST:

Jacqueline Danielsen, MMC, City Clerk

Recommendation: Amend Section 29-160 as noted below. Underlined text is new language. Text shown with strike-through notation is to be deleted.

Sec. 29-160. - CHN, College Hill Neighborhood overlay zoning district.

General Regulations

- (a) *Boundaries.* The College Hill Neighborhood zoning district (CHN District) boundaries are shown in the College Hill Neighborhood Master Plan and legally described in Attachment A. (Said attachment is not set out at length herein but is on file in the office of the city planner.)
- (b) *Purpose and intent:* The purpose of the College Hill Neighborhood overlay zoning district is to regulate development and land uses within the College Hill Neighborhood and to provide guidance for building and site design standards, maintenance and development of the residential and business districts in a manner that complements the University of Northern Iowa campus, promotes community vitality and safety and strengthens commercial enterprise. New structures, including certain types of fences, certain modifications to existing structures and certain site improvements and site maintenance shall conform to this section.

The provisions of this section shall apply in addition to any other zoning district regulations and requirements in which the land may be classified. In the case of conflict, the most restrictive provisions shall govern unless otherwise expressly provided in this section.

(c) *Definitions.*

- (1) *Bedroom:* A room unit intended for sleeping purposes containing at least 70 square feet of floor space for each occupant. Neither closets nor any part of a room where the ceiling height is less than five feet shall be considered when computing floor area.
- (2) *Change in use:* Change in use shall include residential uses changed from single-unit to two-unit or two-unit to multi-unit or to any increase in residential intensity within a structure (i.e. change from duplex to fraternity house). The term shall also apply to changes in use classifications (i.e. residential to commercial).
- (3) *Fraternity/sorority:* Residential facilities provided for college students and sponsored by university affiliated student associations. Such facilities may contain individual or common sleeping areas and bathroom facilities but shall provide common kitchen, dining, and lounging areas. Such facilities may contain more than one unit.
- (4) *Greenway:* Open landscaped area maintained for floodplain protection, stormwater management and public access. Such area may contain pedestrian walkways or bicycle pathways but is not intended for regular or seasonal usage by motorized recreational vehicles.
- (5) *Landscaped area:* An area not subject to vehicular traffic, which consists of living landscape material including grass, trees and shrubbery.
- (6) *Lot split, property transfer:* Not a subdivision plat where a new lot is being created; includes any transfer of small segments of property or premises between two abutting properties, whether commonly owned or owned by separate parties, where one property (the "sending property") is dedicating or deeding additional land to another abutting property (the "receiving property."[]]

(7) *Mixed-Use Building*: A building designed for occupancy by a minimum of two different uses. Uses generating visitor or customer traffic (such as retail, restaurants, personal services) are typically located on the ground floor facing the street, whereas uses generating limited pedestrian activity (such as office or residential uses) are typically located on upper floors or behind street-fronting commercial uses.

~~(7~~ 8) *Neighborhood character*: The College Hill Neighborhood area is one of Cedar Falls' oldest and most densely populated neighborhoods. As the University of Northern Iowa has grown the original single-unit residential neighborhood surrounding the campus area has been transformed into a mixture of single-unit, duplex and multiple unit dwelling units along with a few institutional uses and other university-related uses such as fraternities and sorority houses. These various uses are contained in a variety of underlying zoning districts (i.e. R-2, R-3, R-4, Residential and C-3, commercial districts). Architectural styles vary significantly among existing building structures while differing land uses and building types are permitted in different zoning districts. When references are made in this ordinance to preservation of neighborhood character, uniformity of building scale, size, bulk and unusual or widely varying appearance are of primary concern regardless of the nature of the proposed building use.

New construction, including significant improvements to existing structures, shall be of a character that respects and complements existing neighborhood development. The following variables or criteria shall be used in determining whether a newly proposed construction or building renovation is in keeping with the character of the neighborhood:

- a. Overall bulk/size of the building;
- b. Overall height of the building;
- c. Number of proposed dwelling units in comparison to surrounding properties;
- d. Lot density (lot area divided by number of dwelling units);
- e. Off-street parking provision;
- f. Architectural compatibility with surrounding buildings.

~~(8~~ 9) *Parking area*: That portion of a parcel of land that is improved and designated or commonly used for the parking of one or more motor vehicles.

~~(9~~ 10) *Parking lot*: That area improved and designated or commonly used for the parking of three or more vehicles.

~~(10~~ 11) *Parking space, also parking stall*: An area measuring at least nine feet wide and 19 feet long for all commercial, institutional or manufacturing uses or eight feet wide and 18 feet long for residential uses only, connected to a public street or alley by a driveway not less than ten feet wide, and so arranged as to permit ingress and egress of motor vehicles without moving any other vehicle parked adjacent to the parking space.

~~(11~~ 12) *Premises*: A lot, plot or parcel of land including all structures thereon.

(13) *Residential Building*: Any building that is designed and/or used exclusively for residential purposes, but not including a tent, cabin or travel trailer.

~~(12~~ 14) *Residential conversion*: The alteration or modification of a residential structure that will result in an increase in the number of rooming units or dwelling units within the

residential structure. The addition or creation of additional rooms within an existing rooming unit or dwelling unit does not constitute a residential conversion.

(43 15) *Structural alteration*: Any alteration, exterior or interior that alters the exterior dimension of the structure. This provision shall apply to residential, commercial and institutional uses including churches or religious institutions.

(44 16) *Substantial improvement*: Any new construction within the district or any renovation of an existing structure, including the following:

- a. Any increase in floor area or increased external dimension of a residential or commercial structure. Additional bedrooms proposed in an existing duplex or multi-unit residence shall be considered a substantial improvement. Bedroom additions to single-unit residences shall not be considered to be a substantial improvement.
- b. Any modification of the exterior appearance of the structure by virtue of adding or removing exterior windows or doors. Repair or replacement of existing windows or doors which does not result in any change in the size, number or location of said windows and doors shall not be considered to be a substantial improvement.
- c. Any structural alteration that increases the number of bedrooms or dwelling units. Interior room additions, including bedroom additions, may be made to single-unit residential structures without requiring additional on-site parking.
- d. All facade improvements, changes, alterations, modifications or replacement of existing facade materials on residential or commercial structures. Routine repair and replacement of existing siding materials with the same or similar siding materials on existing structures shall be exempt from these regulations.
- e. Any new, modified or replacement awnings, signs or similar projections over public sidewalk areas.
- f. Any increase or decrease in existing building height and/or alteration of existing roof pitch or appearance. Routine repair or replacement of existing roof materials that do not materially change or affect the appearance, shape or configuration of the existing roof shall not be considered a substantial improvement.
- g. Any construction of a detached accessory structure measuring more than 300 sq. ft. in base floor area for a residential or commercial principal use.
- h. Any increase in area of any existing parking area or parking lot or any new construction of a parking area or parking lot, which existing or new parking area or parking lot contains or is designed to potentially accommodate a total of three or more parking stalls.
- i. Any proposed property boundary fence, which utilizes unusual fencing materials such as stones, concrete blocks, logs, steel beams or similar types of atypical or unusual fence materials. Standard chain link fences, wooden or vinyl privacy fences shall be exempt from these provisions.
- j. Demolition and removal of an entire residential, commercial or institutional structure on a property shall not be considered a substantial improvement.

(d) *Administrative review*.

(1) *Applicability*. The provisions of this section shall constitute the requirements for all premises and properties that lie within the boundaries of the College Hill Neighborhood overlay zoning district. This section and the requirements stated herein shall apply to

all new construction, change in use, structural alterations, substantial improvements or site improvements including:

- a. Any substantial improvement to any residential, commercial or institutional structure, including churches.
 - b. Any new construction, change in use, residential conversion or structural alteration, as defined herein, for any structure.
 - c. Any new building structure including single-unit residences.
- (2) In the case of emergency repairs required as the result of unanticipated building or facade damages due to events such as fire, vandalism, flooding or weather-related damages, site plan review by the planning and zoning commission and the city council will not be required for completion of said emergency repairs, provided that the extent of damages and cost of said repairs are less than 50 percent of the value of the structure. However, said emergency repairs along with cost estimates related to the extent of building structural damages shall be verified by the city planner in conjunction with the city building inspector. Said emergency repairs, to the extent possible, shall repair and re-establish the original appearance of the structure. In the event that said emergency repairs result in dramatic alteration of the exterior appearance of the structure as determined by the city planner, the owner of the property shall make permanent repairs or renovations that re-establish the original appearance of the structure with respect to facade features, window and door sizes, locations and appearances of said windows and doors within six months following completion of said emergency repairs. Said emergency repairs shall not alter the number, size or configuration of pre-existing rooms, bedrooms or dwelling units within the structure.
- (3) Submittal requirements. Applicants for any new construction, change in use, structural alteration, facade alteration, residential conversion, substantial improvement, parking lot construction or building enlargement shall submit to the city planning division an application accompanied by such additional information and documentation as shall be deemed appropriate by the city planner in order for the planning division to properly review the application. The required application for any project may include one or more of the following elements depending upon the nature of the application proposal. Some applications will require submittal of more information than other types of applications. The city planner will advise the applicant which of these items need to be submitted with each application with the goal of providing sufficient information so that decision makers can make an informed decision on each application.
- a. Written description of building proposal, whether a new structure, facade improvement, parking lot improvement, building addition, etc. The name and address of the property owner and property developer (if different) must be provided.
 - b. Building floor plans;
 - c. Building materials;
 - d. Dimensions of existing and proposed exterior building "footprint";
 - e. Facade details/exterior rendering of the structure being modified, description of proposed building design elements including but not limited to building height, roof design, number and location of doors and windows and other typical facade details;
 - f. Property boundaries, existing and proposed building setbacks;

- g. Parking lot location, setbacks, parking stall locations and dimensions along with parking lot screening details;
- h. Lot area and lot width measurements with explanation if any portion of an adjacent lot or property is being transferred to the property under consideration;
- i. Open green space areas and proposed landscaping details with schedule for planting new landscaping materials;
- j. Trash dumpster/trash disposal areas;
- k. Storm water detention/management plans.

Following submittal of the appropriate application materials as determined by the city planner, said application materials shall be reviewed by the City of Cedar Falls Planning and Zoning Commission and the City Council to determine if the submittal meets all ordinance requirements and conforms to the standards of the comprehensive plan, recognized principles of civic design, land use planning and landscape architecture. The commission may recommend and the city council may approve the application as submitted, may deny the application, or may require the applicant to modify, alter, adjust or amend the application as deemed necessary to the end that it preserves the intent and purpose of this section to promote the public health, safety and general welfare.

(e) *District requirements and criteria for review.*

- (1) Minimum on-site parking requirements. If different from the underlying base zone, the following requirements shall govern.
 - a. ~~Single-unit residence~~ Dwelling: Two parking stalls per ~~residence~~ dwelling.
 - b. Single-unit Dwelling, renter-occupied: Two parking stalls per dwelling unit plus one additional parking stall for each bedroom in excess of two bedrooms.
 - b. ~~Two-unit residence~~ Dwelling: Two stalls per dwelling units plus one additional stall for each bedroom in each dwelling unit in excess of two bedrooms.
 - c. ~~Multi-unit residence~~ Multiple Dwelling: ~~Two stalls per dwelling unit plus one additional stall for each bedroom in excess of two bedrooms. One additional stall shall be provided for every five units in excess of five units for visitor parking. One stall per bedroom, but not less than one stall per dwelling unit.~~
 - d. Commercial and Mixed-Use Buildings: No parking required for non-residential uses. For dwelling units within mixed-use buildings, one parking stall per bedroom, but not less than one stall per dwelling unit, except as follows. For mixed-use buildings constructed prior to January 1, 2019, parking is not required for existing dwelling units. In addition, for mixed-use and commercial buildings constructed prior to January 1, 2019, parking is not required for upper floor space that is converted to residential use.
 - d. Boardinghouse/rooming house: Five stalls plus one stall for every guest room in excess of four guest rooms.
 - e. Fraternity/sorority: Five parking stalls plus one stall for every two residents in excess of four residents.
 - f. Where fractional spaces result, the number required shall be the next higher whole number.

- g. *Bicycle accommodations:* All new multi-unit residential facilities are encouraged to provide for the establishment of bicycle racks of a size appropriate for the anticipated residential occupancy of the facility. A general suggested bike parking standard is 2 bike stalls per residential unit. For commercial projects, if lot area is available, bike racks are encouraged to be installed in conjunction with the commercial project.

(2) Parking lot standards:

- a. All newly constructed or expanded parking lots (three or more parking stalls) shall be hard surfaced with concrete or asphalt, provided with a continuous curb, be set back a minimum five feet from adjacent property lines or public right-of-way with the exception of alleyways, in which case a three foot permeable setback will be required, and otherwise conform to all parking guidelines as specified in this section and in section 29-177 of the Zoning Ordinance. Alternative parking lot surfaces may be considered to the extent that such surfaces provide adequate storm water absorption rates, subject to city engineering review and approval, while providing an acceptable surface material and finished appearance. Gravel or crushed asphalt parking lots will not be permitted. However, other types of ecologically sensitive parking lot designs will be encouraged and evaluated on a case-by-case basis.
- b. Landscaping in parking lots shall be classified as either internal or peripheral. The following coverage requirements shall pertain to each classification:
 - 1. *Peripheral landscaping.* All parking lots containing three (3) or more parking spaces shall provide peripheral landscaping. Peripheral landscaping shall consist of a landscaped strip not less than five feet in width, exclusive of vehicular obstruction, and shall be located between the parking area and the abutting property lines. One tree for each 25 lineal feet of such landscaping barrier or fractional part thereof shall be planted in the landscaping strip. At least one tree shall be planted for every parking lot (such as a 3-stall parking lot) regardless of the lineal feet calculation. In addition to tree plantings, the perimeter of the parking lot shall be screened with shrubbery or similar plantings at least 3-feet in height as measured from the finished grade of the parking lot at the time of planting for purposes of vehicular screening. The vegetative screen should present a continuous, effective visual screen adjacent to the parking lot for purposes of partially obscuring vehicles and also deflecting glare from headlights. If landscaped berms are utilized, the berm and vegetative screening must achieve at least a 3-foot tall screen at time of installation as measured from the grade of the finished parking lot. Each such planting area shall be landscaped with grass, ground cover or other landscape material excluding paving, gravel, crushed asphalt or similar materials, in addition to the required trees, shrubbery, hedges or other planting material. Existing landscaping upon abutting property shall not be used to satisfy the requirements for said parking lot screening requirements unless the abutting land use is a parking lot.
 - 2. *Exceptions:*
 - (a) Peripheral landscaping shall not be required for single-unit or two-unit residential structures where the primary parking area is designed around a standard front entrance driveway and/or attached or detached residential garage. However, if an open surface parking lot containing

three (3) or more parking stalls is established in the rear yard of a two-unit residential structure, the perimeter landscaping/screening requirements as specified herein shall apply.

- (b) Peripheral landscaping shall not be required for parking lots that are established behind building structures where the parking lots do not have any public street or alley frontage or is not adjacent to any open properties such as private yards, parks or similar open areas. Examples of such a parking lot would be one designed with a multiple unit apartment facility where the parking lot is encircled with building structures within the project site and where the parking lot is completely obscured from public view by building structures.
 - (c) Underground or under-building parking lots.
 - (d) Above-ground parking ramps shall provide perimeter screening as specified herein around the ground level perimeter of the parking structure.
3. *Internal landscaping.* All parking lots measuring 21 parking stalls or more shall be required to landscape the interior of such parking lot. At least one over-story tree shall be established for every 21 parking stalls. Each tree shall be provided sufficient open planting area necessary to sustain full growth of the tree. Not less than five percent of the proposed paved area of the interior of the parking lot shall be provided as open space, excluding the tree planting areas. These additional open space areas must be planted with bushes, grasses or similar vegetative materials. Each separate open green space area shall contain a minimum of 40 square feet and shall have a minimum width dimension of a least five feet.
4. *Exceptions:* Internal landscaping shall not be required for vehicular storage lots, trucking/warehousing lots or for automobile sales lots. However, perimeter landscaping/screening provisions, as specified herein, shall be required for all such parking areas when they are installed or enlarged in area.
5. *Parking Garages or Parking Ramps:* All such facilities where one or more levels are established for parking either below ground or above ground and where structural walls provide for general screening of parked vehicles, internal landscaping shall not be provided.
6. It is the intent of this regulation that in parking development sites open green space and landscape areas should be distributed throughout the parking development site rather than isolated in one area or around the perimeter of the parking lot. Trees and shrubs planted within parking areas shall be protected by concrete curbs and provide adequate permeable surface area to promote growth and full maturity of said vegetation.
- c. Parking stalls must provide a minimum separation of four feet from the exterior walls of any principal structure on the property as measured from the vehicle (including vehicular overhang) to the nearest wall of the structure. No vehicular parking stall shall be so oriented or positioned as to block or obstruct any point of egress from a structure, including doorways or egress windows.
 - d. No portion of required front or side yards in any residential (R) zoning district shall be used for the establishment of any parking space, parking area, or parking lot,

except for those driveways serving a single unit or two-unit residence. For all other uses, a single driveway no more than 18 feet in width may be established across the required front and side yards, provided that side yard driveway setbacks are observed, as an access to designated rear yard parking areas. ~~unless said lot is dedicated entirely to a parking lot, in which case a wider driveway access will be allowed across the required yard area to access said parking lot.~~

- e. When a driveway or access off a public street no longer serves its original purpose as access to a garage or parking lot due to redevelopment of the property or is replaced with an alternative parking lot or parking arrangement with an alternate route of access, the original driveway access shall be re-curbed by the owner at the owner's expense and the parking/ driveway area shall be returned to open green space with grass plantings or other similar landscaping materials.
- f. Routine maintenance of existing parking areas and parking lots, including resurfacing of said areas with similar materials or with hard surfacing will be permitted without requiring review by the planning and zoning commission and city council, provided that no increase in area of said existing parking area or parking lot, or any new construction of a parking area or parking lot, which existing or new parking area or parking lot contains or is designed to potentially accommodate a total of three or more parking stalls, occurs. Any newly paved or hard surfaced parking lot, excluding those existing hard surface parking lots that are merely being resurfaced, must satisfy minimum required setbacks from the property line or alley and must provide a continuous curb around the perimeter of said improved parking lot. Hard surfacing of any existing unpaved parking area or parking lot will require an evaluation by the city engineering division regarding increased storm water run-off/possible storm water detention.

(3) Storm water drainage:

- a. Storm water detention requirements as outlined in City Code Section 27-405 and in Section 29-87 of the Zoning Ordinance shall apply to all newly developed parking lots and new building uses. In addition, said requirements shall apply to any existing parking lot that is resurfaced, reconstructed or enlarged subject to review by the city engineer. In those cases where no municipal storm sewer is readily available to serve a particular property or development site, the use of the property will be limited. The maximum allowable use that shall be permitted on any particular property or development site which is not served by a municipal storm sewer shall be limited to the following uses in Residential zoning districts: a parking lot; a single-unit residence; a two-unit residence; or a multi-unit residence. Provided, however, that the applicant shall be required to submit calculations, which shall be subject to review and approval by the city engineering division, that verify that the total impervious surface area on the particular property or development site that will exist immediately following completion of the proposed new development shall be no greater than the total impervious surface area on the particular property or development site that existed immediately prior to the proposed new development.
- b. Soil erosion control: At the time of new site development, including parking lot construction, soil erosion control measures must be installed on the site in conformance with city engineering standards. Said soil erosion measures must be maintained until the site is stabilized to the satisfaction of the city engineering division.

(4) Open space/landscaping requirements:

- a. Principal permitted uses within the district shall provide minimum building setbacks as required in the zoning ordinance. With the exception of construction periods said required front and side setback areas (required yards) shall be maintained with natural vegetative materials and shall not be obstructed with any temporary or permanent structure, on-site vehicular parking including trailers or recreational vehicles, nor disturbed by excavations, holes, pits or established recreational areas that produce bare spots in the natural vegetation.
- b. Driveways measuring no more than 18 feet in width, sidewalks and pedestrian access ways measuring no more than six feet in width may be established across the required front and side yard areas.
- c. All newly constructed office or institutional buildings in the R-3 or R-4 districts and all newly constructed single unit dwellings, two-unit dwellings, or ~~multi-unit~~ multiple dwellings ~~residential structures~~ in residential or commercial districts shall provide on-site landscaping within the required yard areas or in other green space areas of the property at the rate of 0.04 points per square foot of total lot area of the site under consideration for the proposed residential development or improvement. Landscaping shall consist of any combination of trees and shrubbery, subject to review and approval by the planning and zoning commission and the city council. In addition to these requirements, parking lot plantings and/or screening must be provided as specified herein. Plantings must be established within one year following issuance of a building permit. This provision shall not apply to ~~commercial uses or commercial structures~~ commercial or mixed-use buildings established in the C-3, commercial district.
- d. Measured compliance: The following landscaping point schedule applies to required landscaping in all zoning districts within the College Hill Neighborhood overlay district with the exception of commercial uses in the C-3 commercial business district, and shall be used in determining achieved points for required plantings. The points are to be assigned to plant sizes at time of planting/installation.

<i>Over-Story Trees:</i>	
4-inch caliper or greater	100 points
3-inch caliper to 4-inch caliper	90 points
2-inch caliper to 3-inch caliper	80 points
1-inch caliper to 2-inch caliper	60 points

<i>Under-Story Trees:</i>	
2-inch caliper or greater	40 points
1½-inch caliper to 2-inch caliper	30 points
1-inch to 1½-inch caliper	20 points

<i>Shrubs:</i>	
5-gallon or greater	10 points
2-gallon to 5-gallon	5 points

<i>Conifers:</i>	
10-foot height or greater	100 points
8-foot to 10-foot height	90 points
6-foot to 8-foot height	80 points
5-foot to 6-foot height	40 points
4-foot to 5-foot height	30 points
3-foot to 4-foot height	20 points

(5) Fences/retaining walls:

- a. Fences shall be permitted on properties in accordance with the height and location requirements outlined in section 29-86 of the Zoning Ordinance. Zoning/land use permits shall be required for fences erected within the district.
- b. Any existing fence or freestanding wall that is, in the judgment of the building inspector, structurally unsound and a hazard to adjoining property shall be removed upon the order of the building inspector.
- c. Retaining walls may be installed on property as a measure to control soil erosion or storm water drainage. However, said retaining walls shall be permitted only after review and approval by the city engineer.

- (6) Detached accessory structures. All newly constructed detached accessory structures or expansions of existing detached accessory structures exceeding 300 sq. ft. in base floor area proposed to be situated on residential or commercial properties shall be subject to review and approval by the planning and zoning commission and city council. Maximum allowable building height, size and location requirements for accessory structures as specified in section 29-115 shall apply. In addition to those standards, proposed detached accessory structures or expanded structures larger than 300 sq. ft. in area shall be designed in such a manner as to be consistent with the architectural style of the principal residential or commercial structure on the property. Similar building materials, colors, roof lines, roof pitch and roofing materials shall be established on the accessory structure to match as closely as possible those elements on the principal structure. In addition, vertical steel siding along with "metal pole barn" type construction shall not be allowed.
- (7) No existing single-unit residential structure in the R-2 district shall be converted or otherwise structurally altered in a manner that will result in the creation or potential establishment of a second dwelling unit within the structure.

- (8) No ~~duplex (two-unit)~~ two-unit dwelling or ~~multi-unit~~ multiple dwelling shall add dwelling units or bedrooms to any dwelling unit without satisfying minimum on-site parking requirements. If additional parking spaces are required, the entire parking area must satisfy parking lot development standards as specified herein.
- (9) No portion of an existing parcel of land or lot or plot shall be split, subdivided or transferred to another abutting lot or parcel for any purpose without prior review and approval by the city planning and zoning commission and the city council. Land cannot be transferred or split from one lot or property to be transferred to another for purposes of benefiting the "receiving" property while diminishing the minimum required lot area, lot width or building or parking lot setback area of the "sending" property. Such lot transfer or split shall not create a nonconforming lot by virtue of reduction of minimum required lot area, lot width or reduction of minimum required building or parking lot setbacks. Said lot transfer or split shall not affect any existing nonconforming property by further reducing any existing nonconforming element of the lot or property including lot area, lot width or building or parking lot setbacks in order to benefit another abutting property for development purposes. This provision shall not apply to those instances where separate lots or properties are being assembled for purposes of new building construction where existing structures on the assembled lots will be removed in order to accommodate new building construction.
- (10) Site plan revisions/amendments: All changes, modifications, revisions and amendments made to development site plans that are deemed to be major or substantial by the city planner shall be resubmitted to the planning and zoning commission in the same manner as originally required in this section. Examples of major or substantial changes shall include but are not limited to changes in building location, building size, property size, parking arrangements, enlarged or modified parking lots, open green space or landscaping modifications, setback areas or changes in building design elements.
- (11) Trash dumpster/trash disposal areas must be clearly marked and established on all site plans associated with new development or redevelopment projects. No required parking area or required parking stalls shall be encumbered by a trash disposal area.
- a. Large commercial refuse dumpsters and recycling bins serving residential or commercial uses shall be located in areas of the property that are not readily visible from public streets. No such dumpster or bin shall be established within the public right of way. All dumpsters and bins shall be affixed with a solid lid covering and shall be screened for two purposes: (1) visual screening; and (2) containing dispersal of loose trash due to over-filling. Screening materials shall match or be complementary to the prevailing building materials.
- (f) *Design review.* Any new construction, building additions, facade renovations or structural alterations to commercial or residential structures, or substantial improvements to single-unit residences that, in the judgment of the city planner, substantially alters the exterior appearance or character of permitted structures shall require review and approval by the Cedar Falls Planning and Zoning Commission and City Council.
- (1) *Criteria for review:*
- a. Applications involving building design review. Neighborhood character, as herein defined, shall be considered in all.
- b. The architectural character, materials, textures of all buildings or building additions shall be compatible with those primary design elements on structures located on

adjoining properties and also in consideration of said design elements commonly utilized on other nearby properties on the same block or within the immediate neighborhood.

- c. Comparable scale and character in relation to adjoining properties and other nearby properties in the immediate neighborhood shall be maintained by reviewing features such as:
 - 1. Maintaining similar roof pitch.
 - 2. Maintaining similar building height, building scale and building proportion.
 - 3. Use of materials comparable and similar to other buildings on nearby properties in the immediate neighborhood.
 - d. Mandated second entrances or fire escapes established above grade shall not extend into the required front yard area.
 - e. Existing entrances and window openings on the front facades and side yard facades facing public streets shall be maintained in the same general location and at the same general scale as original openings or be consistent with neighboring properties.
 - f. Projects involving structural improvements or facade renovations to existing structures must provide structural detail and ornamentation that is consistent with the underlying design of the original building.
 - g. The primary front entrances of all residential buildings shall face toward the public street. Street frontage wall spaces shall provide visual relief to large blank wall areas with the use of windows or doorways and other architectural ornamentation.
- (2) *Building entrances for ~~multi-unit residential~~ multiple dwellings.* Main entrances should be clearly demarcated by one of the following:
- a. Covered porch or canopy.
 - b. Pilaster and pediment.
 - c. Other significant architectural treatment that emphasizes the main entrance. Simple "trim" around the doorway does not satisfy this requirement.
- (3) *Building scale for ~~multi-unit residential~~ multiple dwellings.* Street facing walls that are greater than 50 feet in length shall be articulated with bays, projections or alternating recesses according to the following suggested guidelines:
- a. Bays and projections should be at least 6 feet in width and at least 16 inches, but not more than 6 feet, in depth. Recesses should be at least 6 feet in width and have a depth of at least 16 inches.
 - b. The bays, projections and recesses should have corresponding changes in roofline or, alternatively, should be distinguished by a corresponding change in some architectural elements of the building such as roof dormers, alternating exterior wall materials, a change in window patterns, the addition of balconies, variation in the building or parapet height or variation in architectural details such as decorative banding, reveals or stone accents.
- (4) *Building scale for commercial buildings and mixed-use buildings.* The width of the front façade of new commercial and mixed-use buildings shall be no more than 40 feet. Buildings may exceed this limitation if the horizontal plane of any street-facing façade

of a building is broken into modules that give the appearance or illusion of smaller, individual buildings. Each module should satisfy the following suggested guidelines that give the appearance of separate, individual buildings:

- a. Each module should be no greater than 30 feet and no less than 10 feet in width and should be distinguished from adjacent modules by variation in the wall plane of at least 16 inches depth. For buildings 3 or more stories in height the width module may be increased to 40 feet.
- b. Each module should have a corresponding change in roof line for the purpose of separate architectural identity.
- c. Each module should be distinguished from the adjacent module by at least one of the following means:
 1. Variation in material colors, types, textures
 2. Variation in the building and/or parapet height
 3. Variation in the architectural details such as decorative banding, reveals, stones or tile accent
 4. Variation in window pattern
 5. Variation in the use of balconies and recesses.

(5) *Balconies and exterior walkways, corridors and lifts serving multi-unit residences.*

- a. Exterior stairways refer to stairways that lead to floors and dwelling units of a building above the first or ground level floor of a building. Exterior corridors refer to unenclosed corridors located above the first floor or ground level floor of a building. Balconies and exterior stairways, exterior corridors and exterior lifts must comply with the following:
 1. Materials must generally match or be complementary to the building materials utilized on that portion of a building where the exterior corridor or balcony is established.
 2. Unpainted wooden materials are expressly prohibited.
 3. Stained or painted wood materials may only be utilized if said material and coloration is guaranteed for long term wear and the material is compatible with the principal building materials on that portion of the building where the exterior corridor is established.
 4. The design of any balcony, exterior stairway, exterior lift or exterior corridor must utilize columns, piers, supports, walls and railings that are designed and constructed of materials that are similar or complementary to the design and materials used on that portion of the building where the feature is established.
 5. Exterior stairways, exterior lifts, corridors and balconies must be covered with a roof similar in design and materials to the roof over the rest of the structure. Said roof shall be incorporated into the overall roof design for the structure. Alternatively, such features (stairways, lifts, corridors or balconies) may be recessed into the façade of the building.
 6. Exterior corridors may not be located on a street-facing wall of the building.
- b. Exterior fire egress stairways serving second floor or higher floors of multi-unit residences shall be allowed according to city requirements on existing buildings

that otherwise are not able to reasonably satisfy city fire safety code requirements, provided the fire egress stairway or structure is not located on the front door wall of a building that faces a street. All such egress structures that are located on the front door wall of a building that faces a street, whether new or replacement of an existing egress structure, shall be subject to review by the commission and approval by the city council. Areas of review shall be general design, materials utilized and location of the proposed egress structure. On corner lots, if a side street-facing mandated access is necessary and other options are unavailable, the side-street facing wall shall be used for this egress structure. In any case, fire egress stairways must utilize similar materials as outlined above; i.e., no unpainted wooden material shall be allowed.

(6) *Building materials for multi-unit residential dwellings.*

- a. For multiple unit dwellings, at least 30% of the exterior walls of the front facade level of a building must be constructed with a masonry finish such as fired brick, stone or similar material, not to include concrete blocks and undressed poured concrete. Masonry may include stucco or similar material when used in combination with other masonry finishes. The following trim elements shall be incorporated into the exterior design and construction of the building, with the following recommended dimensions to be evaluated on a case-by-case basis:
 1. Window and door trim that is not less than 3 inches wide.
 2. Corner boards that are not less than 3 inches wide unless wood clapboards are used and mitered at the corners.
 3. Frieze boards not less than 5 inches wide, located below the eaves.
- b. For commercial and mixed-use buildings, street-facing facades shall be comprised of at least 30% brick, stone, or terra cotta. These high quality materials should be concentrated on the base of the building. On street-facing facades, a minimum of 70% of the ground level floor between 2 and 10 feet in height above the adjacent ground level shall consist of clear and transparent storefront windows and doors that allow views into the interior of the store. Exceptions may be allowed for buildings on corner lots where window coverage should be concentrated at the corner, but may be reduced along the secondary street façade. The bottom of storefront windows shall be no more than 2 feet above the adjacent ground level, except along sloping sites, where this standard shall be met to the extent possible so that views into the interior of the store are maximized and blank walls are avoided.
- ~~b-c.~~ Any portion of a building with a side street façade must be constructed using similar materials and similar proportions and design as the front facade.
- ~~c. In those cases where the developer of the property chooses not to utilize at least 30% masonry finish as specified above, the developer shall be required to incorporate building scale specifications outlined in subsection (f)(3) of this section, pertaining to articulation of bays, projections and recesses.~~
- d. Exposed, unpainted or unstained lumber materials are prohibited along any facade that faces a street-side lot line (i.e., public street frontage).
- e. Where an exterior wall material changes along the horizontal plane of a building, the material change must occur on an inside corner of the building.

- f. For buildings where the exterior wall material on the side of the building is a different material than what is used on the street facing or wall front, the street facing or wall front material must wrap around the corners to the alternate material side of the building at least 3 additional feet.
 - g. Where an exterior wall material changes along the vertical plane of the building, the materials must be separated by a horizontal band such as a belt course, soldier course, band board or other trim to provide a transition from one material to another.
- (g) *Commercial district.* The College Hill Neighborhood commercial district is defined by the boundaries of the C-3, commercial zoning district. The district is made up primarily of commercial buildings and mixed-use buildings. ~~uses as the principal uses on individual properties.~~ However, some properties are occupied or may be occupied in the future by residential buildings. ~~uses that serve as the principal permitted use on individual properties.~~ Residential buildings ~~uses established on individual properties as the principal use~~ are to be discouraged due to the limited area available for commercial uses. Standards for residential buildings are set forth below. ~~However, dwelling units located on upper floor(s) of mixed-use buildings are allowed, as set forth below.~~ ~~In some cases residential uses may be contained within principal commercial uses and in such cases the residential uses are considered to be secondary or accessory uses to the principal commercial use on the property.~~
- (1) ~~Principal-permitted~~ Residential buildings ~~uses~~ are only allowed ~~able~~ within the commercial district subject ~~only~~ to planning and zoning commission and city council review and approval. In general, ~~principal-permitted residential uses such uses~~ are to be discouraged ~~from being established~~ within the commercial district due to the limited area available for commercial establishments. In those cases where a residential building use is permitted and ~~said use serves as the principal use on an individual property,~~ that residential use will be governed by minimum lot area, lot width and building setback requirements as specified in the R-4, Residential zoning district. In addition, all other applicable requirements pertaining to substantial improvements or new construction of any ~~principal-permitted~~ residential use shall conform to the requirements of this section, including on-site parking, landscaping, and building setbacks, with no vehicular parking allowed in the required front and side yards, said required yards being those as defined within the R-4, Residential district.
 - (2) ~~Secondary or accessory residential uses to be established on the upper floors of principal-permitted commercial uses are allowed.~~ On-site parking will not be required ~~for secondary, accessory residential uses.~~ Commercial and mixed-use buildings are allowed. In a mixed-use building, no accessory or secondary residential use may be established on the main floor or street level floor, other than entrance and lobby areas that provide access to upper floor uses. To provide safe access for residents of the building, there must be at least one main entrance on the street-facing façade of the building that provides pedestrian access to dwelling units within the building. Access to dwelling units must not be solely through a parking garage or from a rear or side entrance. To foster active street frontages, commercial and mixed-use buildings must be placed to the front and corner of lots, and set back a minimum of 0 feet and maximum of 15 feet from street-side lot lines. The ground floor floor-to-structural ceiling height shall be 14 feet minimum. Entries to individual ground floor tenant spaces and entries to common lobbies accessing upper floor space shall open directly onto public sidewalks or publicly-accessible outdoor plazas. Thresholds at building entries shall match the grade of the adjacent sidewalk or plaza area. Entries on street-facing

facades shall be sheltered by awnings or canopies that project a minimum of four feet from the building façade and must be a minimum of 8 feet above the adjacent sidewalk.

~~of any storefront or commercial shop front of a principal permitted commercial building structure within the C-3, commercial district. Planning and zoning commission and city council review relating to the establishment of secondary or accessory residential uses shall not be required unless the property owner proposes to utilize any portion of the ground floor area of a commercial use on a property for residential purposes.~~

- (3) Conditional uses. The following uses may be allowed as a conditional use subject to review and approval by the planning and zoning commission and the city council. The proposed use must conform to the prevailing character of the district and such use shall not necessitate the use of outdoor storage areas. In addition such conditional uses must not generate excessive amounts of noise, odor, vibrations, or fumes, or generate excessive amounts of truck traffic. Examples of uses that may be allowed subject to approval of a conditional use permit are:
 - a. Printing or publishing facility;
 - b. Limited manufacturing activity that is directly related to the operation of a retail business conducted on the premises;
 - c. Home supply business.
- (4) Prohibited uses. In all cases the following uses will not be allowed within the C-3, commercial district either as permitted or conditional uses:
 - a. Lumber yards;
 - b. Used or new auto sales lots and displays;
 - c. Auto body shop;
 - d. Storage warehouse or business;
 - e. Mini-storage warehouse;
 - f. Sheet metal shop;
 - g. Outdoor storage yard;
 - h. Billboard signs.
- (5) Signage. Typical business signage shall be permitted without mandatory review by the planning and zoning commission and approval by the city council unless a proposed sign projects or extends over the public right-of-way, or a free-standing pole sign is proposed which is out of character with the prevailing height or size of similar signs, in which case planning and zoning commission review and approval by the city council shall be required. All signage within the district shall conform to the general requirements of the Cedar Falls Zoning Ordinance, with the exception that excessively tall free-standing signs (i.e., 30 feet or more in height) shall not be allowed.

Exterior mural wall drawings, painted artwork and exterior painting of any structure within the commercial district shall be subject to review by the planning and zoning commission and approval by the city council for the purpose of considering scale, context, coloration, and appropriateness of the proposal in relation to nearby facades and also in relation to the prevailing character of the commercial district.

From: Karen Morlan
Sent: Tuesday, January 22, 2019 1:21 PM
To: Lisa Ahern
Subject: Re: Housing Commission

Lisa

I will not be able to fulfill the remaining time of my term

Thank you for allowing to serve

Karen

From: Todd Blanford
Sent: Wednesday, January 09, 2019 12:16 PM
To: Colleen Sole
Subject: Re:

I have also been meaning to let you know I am going to submit my resignation from the Human Rights Commission effective immediately.

I still fully believe in the purpose and goals of the commission in our community. However, since I joined the commission (3 years ago?) there has only been 1-2 new claims brought forward for review. Therefore, it seems like we're becoming more focused on the education part than in reviewing potential discrimination claims.

While this too is an important function for the commission and is needed within the community, I don't feel I have the background or skill set to contribute much to this end. Therefore, I hope by stepping down it will make room for someone new who can better support this increasingly important function of the commission.

I thank you all for allowing me to be part of this Commission these past couple years. I feel (or hope) the reduction in claim activity in our community is an indicator of some of the progress we've made to be a more tolerant and caring community. I know you still have a lot to offer and feel you are all up to the challenge.

Best Wishes to all

COMMITTEE OF THE WHOLE

City Hall – Council Chambers

February 4, 2019

The Committee of the Whole met in the Council Chambers at 5:35 p.m. on February 4, 2019, with the following Committee persons in attendance: Mayor Jim Brown, Tom Blanford, Frank Darrah, Susan deBuhr, Rob Green, Daryl Kruse (via telephone), Mark Miller, and David Wieland. Staff members attended from all City Departments. Tom Nelson with the *Waterloo Courier*, and other members of the community also attended.

Mayor Brown called the meeting to order and introduced the first item on the agenda, FY2020 Budget Presentation. Jennifer Rodenbeck, Director of Finance and Business Operations thanked other Finance and Business Operations staff for their help in preparing the FY2020 Budget. She reviewed the budget process and the property valuations. She stated assessed valuations increased \$101 million from last year. She stated for the FY2020 budget staff is proposing the property tax rate of \$10.95, which is down from \$11.22. She said residential properties will see a .13% decrease, commercial/industrial properties will see a 2.41% decrease and multi-residential properties will see a 7.05% decrease. Ms. Rodenbeck stated we continue to review staffing levels and she reviewed outside agency funding. Ms. Rodenbeck answered questions from Council. Ms. Rodenbeck explained the Public Hearing will be held on February 18th and we must certify the budget to Black Hawk County by March 15th. Rob Green motioned to set the maximum property tax rate at \$10.95. Tom Blanford seconded the motion. The motion carried unanimously.

Mayor Brown introduced the final item on the agenda, bills and payroll. Rob Green moved to approve the bills as presented, David Wieland seconded the motion. The motion carried unanimously.

There being no further discussion, Mayor Brown adjourned the meeting at 6:10 p.m.

Minutes by Lisa Roeding, Controller/City Treasurer

CITY COUNCIL WORK SESSION
Cedar Falls Duke Young Conference Room
February 4, 2019

The City Council held a special work session in the Duke Young Conference room at 4:52 p.m. on February 4, 2019, with the following persons in attendance: Mayor Jim Brown, Tom Blanford, Susan deBuhr, Rob Green, Daryl Kruse (via telephone), Mark Miller, and David Wieland. Staff members attended from all City Departments. Tom Nelson with the *Waterloo Courier* attended.

Mayor Brown then introduced the only item on the agenda, FEMA's Preliminary Update to the Flood Insurance Rate Maps (FIRM). Matt Tolan Civil Engineer II stated the City is currently reviewing the Flood Insurance Rate Maps. He stated this process was last completed in 2010. He explained the preliminary maps were released and the City has a 30-day non-technical period to submit comments after which there will be a 90-day appeal period (April – June). Mr. Tolan stated adoption of the new maps will take place sometime early in 2020. He stated city staff is submitting information to DNR and FEMA to make sure the maps are accurate. He stated the maps have been updated by City staff with regards to GIS mapping. Mr. Tolan reviewed various areas of the city, stating the modeling was based on 1976 maps. He explained they have contracted with Snyder and Associates to create current modeling of these areas since the City's has made considerable improvements. He stated this will include the Downtown Levee improvements, Greenhill Road extension, Dry Run Creek improvements, and University of Northern Iowa detention pond updates. David Sturch Planner III explained the Summary of Map Actions (SOMA). The SOMA revalidates and rejects previous Letter of Map Changes (LOMC) based on the new FIRM study. Mr. Tolan explained community updates will be made through City website, *Waterloo Courier*, *Currents* articles and Channel 15. He explained staff can help answer questions but their insurance agent and FEMA should be their main point of contact for questions. A brief discussion was held.

There being no further discussion, Frank Darrah motioned to adjourn the work session, David Wieland seconded the motion, and the motion carried unanimously. Mayor Brown adjourned the meeting at 5:27 p.m.

Minutes by Lisa Roeding, Controller/City Treasurer

Instructions on the reverse sideFor period (MM/DD/YYYY) 02 / 18 / 2019 through June 30, 2019

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

Business Information:Trade Name/DBA DAFFODILS Inc. DBA BUZZ-SMOKE & VAPORPhysical Location Address 2125 College St. Suite A City Cedar Falls ZIP 50613Mailing Address 2125 College St. Suite A City Cedar Falls State IA ZIP 50613

Business Phone Number _____

Legal Ownership Information:Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☒ LLC ☐ LLP ☐Name of sole proprietor, partnership, corporation, LLC, or LLP DAFFODILS INC.Mailing Address 3712 Wynnewood Dr. City Cedar Falls State IA ZIP 50613Phone Number 319-493-5322 Fax Number _____ Email BUZZVAPESHOP@gmail.com**Retail Information:**Types of Sales: Over-the-counter ☒ Vending machine ☐Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

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) IGMAN CHATHAName (please print) SHAHID ASIAMSignature [Signature]Signature [Signature]Date 2/5/19Date 2/5/19

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: \$50.00
- 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
- Fax: 515-281-7375



DEPARTMENT OF PUBLIC SAFETY SERVICES

POLICE OPERATIONS
CITY OF CEDAR FALLS
220 CLAY STREET
CEDAR FALLS, IOWA 50613

319-273-8612

MEMORANDUM

To: Mayor Brown and City Councilmembers
From: Jeff Olson, Public Safety Services Director/Chief of Police
Date: February 14, 2019
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) Asian Fusion Vietnamese and Thai Cuisine, 5725 University Avenue, Special Class C liquor - renewal.
- b) College Square Cinema, 6301 University Avenue, Special Class C liquor - renewal.
- c) Chad's Pizza and Restaurant, 909 West 23rd Street, Class C liquor & outdoor service - renewal.
- d) Sakura Japanese Steakhouse & Sushi Bar, 5719 University Avenue, Class C liquor - renewal.
- e) The Hydrant Firehouse Grill, 2002 College Street, Class C liquor - renewal.
- f) Thunder Ridge Ampride, 2425 Whitetail Drive, Class E liquor - renewal.
- g) Kwik Star, 2019 College Street, Class C beer & Class B wine - change in ownership.
- h) Kwik Star, 7500 Nordic Drive, Class C beer & Class B wine - change in ownership.
- i) Tobacco Outlet Plus, 4116 University Avenue, Class C beer - change in ownership.
- j) Main Street Sweets, 307 Main Street, Class B native wine - permanent transfer.



DEPARTMENT OF FINANCE AND BUSINESS OPERATIONS

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

MEMORANDUM

Legal Services Division

TO: Mayor, City Council

FROM: Kevin Rogers, City Attorney

DATE: February 12, 2019

SUBJECT: Amendment to Sartori hospital lease

Wheaton Franciscan Healthcare-Iowa (formerly Covenant Health System, Inc.) has requested that the 1996 Lease governing Sartori Hospital be amended to allow a name change to the hospital. The 1996 lease requires that the name of the hospital be maintained as "Sartori Memorial Hospital". As you know, Wheaton Franciscan became affiliated with Mercy Health Network several years ago. As part of an initiative to achieve a unified statewide brand of its medical facilities, Wheaton Franciscan wishes to rename Sartori Memorial Hospital to MercyOne Cedar Falls Medical Center. All of Wheaton Franciscan's facilities are undergoing similar name changes.

The requested amendment to lease would allow such a name change, which new name would remain in place pending further amendment to the lease.

The amendment to the 1996 lease must be approved by Council, which approval, according to the terms of the lease, shall not be unreasonably withheld.

Please feel free to contact me with any questions.

SECOND AMENDMENT TO LEASE

THIS SECOND AMENDMENT TO LEASE is made on the _____ day of _____, 2019, by and among **THE CITY OF CEDAR FALLS, IOWA**, an Iowa municipality, (the "Landlord") and, **SARTORI MEMORIAL HOSPITAL, INC.**, an Iowa nonstock non-profit corporation, ("Tenant"), and **WHEATON FRANCISCAN HEALTHCARE-IOWA, INC.**, an Iowa nonstock, non-profit corporation, formerly known as **COVENANT HEALTH SYSTEM, INC.**, ("WFHI").

WHEREAS, the parties entered into that certain Lease dated December 30, 1996, in which the Landlord leased to Tenant the real estate, building, improvements, fixtures and appurtenances located at 515 College Street in Cedar Falls, Iowa, now known as Sartori Memorial Hospital (the "Lease"); and

WHEREAS, the Lease was amended the first time by the parties on August 25, 2008, which amendment modified the services required to be offered at the hospital; and

WHEREAS, one of the requirements of the Lease is that the name "Sartori Memorial Hospital" shall be retained as the name of the hospital; and

WHEREAS, Tenant and WFHI became affiliated with Mercy Health Network several years ago; and

WHEREAS, as a result of the affiliation with Mercy Health Network, Tenant and WFHI wish to participate in a unified statewide brand of medical facilities; and

WHEREAS, a name change could be beneficial to patients of the hospital and to residents of Cedar Falls in terms of identification of the hospital's affiliation with Mercy Health Network; and

WHEREAS, any change to the name of the hospital must be approved by the City Council of the Landlord under the terms of the Lease, which approval shall not be unreasonably withheld.

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Subparagraph 6.1(A) of the Lease is hereby amended by striking that subparagraph in its entirety and substituting in lieu thereof the following:

A. The name of Sartori Memorial Hospital may be changed to MercyOne Cedar Falls Medical Center, which new name shall be retained as the name of the hospital.

2. The parties hereby acknowledge and agree that all of the terms and conditions of the Lease as amended, including Exhibits and attachments, remain the same and are hereby ratified and confirmed, except as expressly amended in this Second Amendment to Lease.

IN WITNESS WHEREOF, the parties have executed this Second Amendment to Lease effective as of the date first stated above.

Landlord:

City of Cedar Falls, Iowa

James P. Brown, Mayor

Attest:

Jacqueline Danielsens, MMC, City Clerk

Tenant:

Sartori Memorial Hospital, Inc.
515 E. College Street
Cedar Falls, IA 50613

By: _____

Jack Dusenbery

Its: President

STATE OF IOWA)

) ss:

COUNTY OF BLACK HAWK)

This instrument was acknowledged before me on the 6th day of February,
2019, by Jack Dusenbery, as
President of Sartori Memorial Hospital, Inc.



Jodi Shaner
Notary Public in and for the State of Iowa

WFHI:

Wheaton Franciscan Healthcare-Iowa, Inc.
3421 W. 9th Street
Waterloo, IA 50702

By: _____

Jack Dusenbery

Its: President

STATE OF IOWA)

) ss:

COUNTY OF BLACK HAWK)

This instrument was acknowledged before me on the 6th day of February,
2019, by Jack Dusenbery, as
President of Wheaton Franciscan Healthcare-Iowa, Inc.



Jodi Shaner
Notary Public in and for the State of Iowa




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

Building Inspection Division

TO: Honorable Mayor James P. Brown and City Council

FROM: Director/Police Chief Jeff Olson 

DATE: February 8, 2019

SUBJECT: Security Fence and Gate Bid and Contract for the Public Safety Building

On January 22, 2019, bids were opened for the security fence and gates.

The three companies bidding on specified fence and gates are:

Miller Fence Co.	\$58,227.17
D&N Fence Co.	\$66,920.00
Midwest Fence and Gate Co.	\$59,923.94

Therefore, I am requesting the Council receive and file the bids for the Security Fence and Gates for the New Public Safety Building. I am also requesting that the low bid from Miller Fence Co. be accepted. (See attached Form of Contract and Insurance.)

The Security Fence and Gates will be paid for from the project account.

Please feel free to contact me if you have any questions.

FORM OF CONTRACT

This contract entered into in triplicate at Cedar Falls, Iowa this _____ day of _____, 2019 by and between the City of Cedar Falls, Iowa, hereinafter called the City, and Miller Fence & Flag Co., hereinafter called the Contractor.

WITNESSETH:

The Contractor hereby agrees to provide and install new fence and gates as per the January 7th revision to the specifications to the Cedar Falls Public Safety fence and gate project as stated in the acknowledgement from Miller Fence and Flag Company dated January 23, 2019.

On acceptable completion of the installation of the new fence and gate, the City agrees to pay the Contractor therefore the prices set out in the Contractor's project document. Payment to be made after completion and acceptance of said installation by the City.

In witness whereof, this contract has been executed in triplicate on the date first herein written.

 L. Miller Fence Co. Inc.
Contractor

CITY OF CEDAR FALLS, IOWA

By: _____
Mayor

Attest: _____
City Clerk

ITEMIZED ESTIMATE

CITY OF CEDAR FALLS
PUBLIC SAFETY BUILDING
4600 S. MAIN ST.
CEDAR FALLS, IOWA 50613

6' HIGH BLACK MONTAGE PLUS 2-RAIL CLASSIC FENCE WITH 24' OPENING AUTOMATED
ALUMINUM CANTILEVER SLIDE GATE (POWER WIRING, CARD READERS & COMMUNICATION
WIRING ARE TO BE SUPPLIED, INSTALLED & CONNECTED BY OTHERS AND ARE NOT INCLUDED
IN THIS PROPOSAL).

QTY.	SOURCE #	ITEM	AMOUNT
1	NONE	SUPPLY & INSTALL 6' HIGH BLACK ORNAMENTAL FENCE WITH 24' OPENING AUTOMATED GATE /LS @ 58227.17 =	58227.17
		TOTAL:	<u>58227.17</u> \$ 58227.17

Miller Fence & Flag Co., Inc.
CFPS-BID2019.JE0

1/18/2019

SECTION 32 31 19
DECORATIVE METAL FENCES AND GATES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. **Decorative steel fences and aluminum gate.**

1.02 RELATED REQUIREMENTS

- A. Section 03 30 00 - Cast-in-Place Concrete; Concrete anchorage for posts.
- B. Section 05 50 00 - Metal Fabrications; miscellaneous items to be used in conjunction with fence and gate construction.
- C. Section 11 12 00 - Parking Control Equipment; barrier gate access control.
- D. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

1.03 REFERENCE STANDARDS

- A. ASTM A276/A276M - Standard Specification for Stainless Steel Bars and Shapes.
- B. ASTM B117 - Standard Practice for Operating Salt Spray (Fog) Apparatus.
- C. ASTM B221 - Standard Specification for Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes.
- D. ASTM D523 - Standard Test Method for Specular Gloss.
- E. ASTM D714 - Standard Test Method for Evaluating Degree of Blistering of Paints.
- F. ASTM D822/D822M - Standard Practice for Filtered Open-Flame Carbon-Arc Exposures of Paint and Related Coatings.
- G. ASTM D1654 - Test Method for Evaluation of Painted or Coated Specimens Subjected to Corrosive Environments.
- H. ASTM D2244 - Standard Practice for Calculation of Color Tolerances and Color Differences from Instrumentally Measured Color Coordinates.
- I. ASTM D2794 - Test Method for Resistance of Organic Coatings to the Effects of Rapid Deformation (Impact) .
- J. ASTM D3359 - Standard Test Method for Measuring Adhesion by Tape Test.
- K. ASTM F2200 - Standard Specification for Automated Vehicular Gate Construction.
- L. ASTM F2408 - Standard Specification for Ornamental Fences Employing Galvanized Steel Tubular Pickets.
- M. ASTM F2656/F2656M - Standard Test Method for Crash Testing of Vehicle Security Barriers.
- N. NEMA MG 1 - Motors and Generators; 2014.
- O. NFPA 70 - National Electrical Code.
- P. UL 325 - Standard for Door, Drapery, Gate, Louver, and Window Operators and Systems.

1.04 SUBMITTALS

- A. ~~See Section 01 30 00 - Administrative Requirements, for submittal procedures.~~
- B. Product Data: Submit manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Operating equipment, characteristics, limitations, and temperature range of operation.
 - 3. Storage and handling requirements and recommendations.
 - 4. Installation methods.
- C. Shop Drawings:
 - 1. ~~To be submitted concurrent with parking control equipment.~~

Cedar Falls Public Safety Facility
City of Cedar Falls
Cedar Falls, Iowa

Project #17007

32 31 19
DECORATIVE METAL FENCES AND
GATES
Page 1 of 5

2. Indicate plan layout, spacing of components, post foundation dimensions, hardware anchorage, gates, and schedule of components.
 3. Foundation details, concrete design mix and reinforcing schedule for anti-ram barrier system.
- D. **Manufacturer's Warranty.** Submit manufacturer warranty and ensure forms have been completed in Owner's name and registered with manufacturer.

1.05 QUALITY ASSURANCE

- A. **Manufacturer Qualifications:** Company specializing in manufacturing products specified in this section with minimum five years documented experience.
- B. **Installer Qualifications:** Company approved by manufacturer.

1.06 DELIVERY, STORAGE AND HANDLING

- A. Store materials in a manner to ensure proper ventilation and drainage. Protect against damage, weather, vandalism and theft.

1.07 WARRANTY

- ~~A. See Section 01 78 00 - Closeout Submittals, for additional warranty requirements.~~
- B. Correct defective Work within a five year period after Date of Substantial Completion.
- C. Provide five year manufacturer warranty for operating equipment.
- D. Finish: 10 years.

PART 2 PRODUCTS

2.01 MANUFACTURERS

2.02 FENCES

- A. **Steel Fences:** Complete factory-fabricated system of posts and panels, accessories, fittings, and fasteners; finished with electrodeposition coating, and having the following performance characteristics:
 1. Capable of resisting vertical load, horizontal load and infill performance requirements for fence categories defined in ASTM F2408.
- B. **Electro-Deposition Coating:** Multi-stage pretreatment/wash with zinc phosphate, followed by epoxy primer and acrylic topcoat.
 1. Total Coating Thickness: 2 mils, minimum.
 2. Color: As selected by Architect from manufacturer's standard range.
 3. Coating Performance: Comply with general requirements of ASTM F2408.
 - a. Adhesion: ASTM D3359 (Method B); Class 3B with 90 percent or more of coating remaining in tested area.
 - b. Corrosion Resistance: ASTM B117, ASTM D714 and ASTM D1654; 1/8 inch coating loss or medium No.8 blisters after 1,500 hours.
 - c. Impact Resistance: ASTM D2794; 60 inch pounds.
 - d. Weathering Resistance: ASTM D523, ASTM D822/D822M and ASTM D2244; less than 60 percent loss of gloss.
- C. **Aluminum Gate:** ASTM B221.
 1. Tubular Pickets, Rails and Posts: 6005-T5 alloy.
 2. Extrusions for Posts and Rails (Outer Channel): 6005-T5 alloy.
 3. Extrusions for Pickets and Rail (Inner Slide Channels): 6063-T5 alloy.
- D. **Fasteners:** ASTM A276/A276M, Type 302 stainless steel; finished to match fence components.
 1. Tamper-proof security bolts.

2.03 GALVANIZED STEEL FENCE & ALUMINUM GATE

- A. **Fence System:** Provide fence meeting requirements of ASTM F2408 for Industrial class.
 1. Fence Panels: 8 feet high by 6 feet long.
 - a. Panel Style: Three rail.

Cedar Falls Public Safety Facility Project #17007
 City of Cedar Falls
 Cedar Falls, Iowa

32 31 19
 DECORATIVE METAL FENCES AND
 GATES
 Page 2 of 5

- b. Panel Strength: Capable of supporting 270 pounds minimum load applied at midspan without deflection.
- c. Attach panels to posts with manufacturer's standard panel brackets and recommended fasteners.
- 2. Posts: **Match Cedar Falls Public Works**; extrusions, 2-1/2 inches square.
- 3. Rails: Extruded aluminum channels.
 - a. Double-walled aluminum U channel; outside cross-section dimensions of 1-3/4 inch square; interior guide channel forms lower limit of raceway for retaining rod.
 - b. Enclosed Retaining Rod: 0.125 inch diameter galvanized steel with variable pitch connection system for high angle racking and elimination of external fasteners.
 - c. Picket-to-Rail Intersection Seals: PVC grommets.
 - d. Picket Spacing, Standard: 4.715 inch on center.
- 4. Pickets: **Match Cedar Falls Public Works**.
 - a. Size: 1-1/4 inch square.
 - b. Style: Square top pickets extend above top rail.
- 5. Fasteners: Manufacturer's standard stainless steel bolts, screws, and washers; factory finish fasteners to match fence.
- 6. Accessories: Aluminum castings, extrusions and cold-formed strips; factory finished to match fence.
 - a. Flat post cap.
- 7. Flexibility: Capable of following variable slope of up to 1:4.
- 8. Color: As selected by Architect/Engineer from manufacturer's standard range.
- 9. Products:
 - a. Ameristar Perimeter Security, USA; Echelon II: www.ameristarfence.com.
 - b. ~~Substitutions: See Section 01 60 00 Product Requirements.~~

B. Decorative Aluminum Gate:

- 1. Size: as indicated on drawings.
- 2. Gate Panels: Manufacturer's standard decorative aluminum fence panels.
- 3. Posts: Aluminum extrusions; 2 inches square.
- 4. Rails and Frame: Welded aluminum extrusions; 2 inches by 3 inches.
- 5. Slide Gate Operator: Comply with UL 325, Class III and ASTM F2200.
 - a. Manufacturer's standard electric operating system with integral controls, sensors, remote latching and unlatching, safety devices, communication devices, and emergency vehicle access.
 - b. **Approved Manufacturer: Door King Gate Operator System**
 - c. **Electrical Characteristics:**
 - 1) 1/2 hp.
 - 2) 115 volts, single phase, 60 Hz.
 - d. **Electrical Components:** Self-contained, plug-in, and replaceable components that comply with NFPA 70 and are listed and labeled by UL (DIR) or ITS (DIR).
 - 1) Provide wiring for control units, zinc plated connection box, grounded convenience outlet, switch for automatic or manual operation, switch to disconnect power unit, thermostatically controlled with at least 250 watt heater strip, and thermally protected disconnect for motor.
 - 2) **Motor: NEMA MG 1 compliant.**
 - 3) ~~Backup Power Inverter: Provides electrical power to allow system to remain in operation upon loss of primary electrical power.~~
 - 4) **Wiring Terminations:** Provide terminal lugs to match branch circuit conductor quantities, sizes, and materials indicated. Enclose terminal lugs in terminal box sized in compliance with NFPA 70.
 - 5) **Disconnect Switch:** Factory mount disconnect switch in control panel.
 - e. ~~See Section 11 42 00 for additional requirements~~

6. Provide a separate clearly marked pedestrian access for each entrance with manual swing gate.
 7. Color: As selected by Architect/Engineer from manufacturer's standard range.
- C. Accessories:
1. Fittings: Sleeves, bands, clips, rail ends, tension bars, fasteners and fittings as required for complete installation
 2. Hardware for Single Swinging Galvanized Steel Gate: 180 degree hinges, 2 for gates up to 60 inches (1525 mm) high, 3 for taller gates; fork latch with gravity drop and padlock hasp; keeper to hold gate in fully open position.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that anchor bolts, curbs, and support structure are ready to receive work and dimensions are as indicated on approved shop drawings.
- B. Verify that electric connections are correctly located and of the correct characteristics.

3.02 PREPARATION

- A. Clean surfaces thoroughly prior to installation.

3.03 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Set fence posts in accordance with approved shop drawings.
- C. When cutting rails immediately seal the exposed surfaces by:
 1. Removing metal shavings from cut area.
 2. Apply zinc-rich primer to thoroughly cover cut edge and drilled hole; allow to dry.
 3. Apply two coats of custom finish spray paint matching fence color.
 4. Failure to seal exposed surfaces in accordance with manufacturer's instructions will negate manufacturer's warranty.
- D. Space gate posts according to the manufacturers' drawings, dependent on standard out-to-out gate leaf dimensions and gate hardware selected.
 1. Base type and quantity of gate hinges on the application; weight, height, and number of gate cycles.
 2. Identify the necessary hardware required for the application on the manufacturer's gate drawings.
 3. Provide gate hardware by the manufacturer of the gate and install in compliance with manufacturer's recommendations.
- E. Install parking control system and components in accordance with manufacturer's instructions and in compliance with requirements.
- F. **Cut grooves in pavement surface, install vehicle detection loop and lead-in wires, and fill grooves with loop filler, on secure side.**
- G. **Install post on exterior of gate/fence, card reader provided by owner, coordinate location & type with owner.**
- H. Install internal electrical wiring, conduit, junction boxes, transformers, circuit breakers, and auxiliary components as required.
- I. Test sliding gate operating systems fully. Adjust system components for smooth operation.
- J. When supplied, post warning signs shipped with gate operators in prominent position on both sides of the gate.

3.04 ERECTION TOLERANCES

- A. Maximum Variation From Plumb: 1/4 inch.
- B. Maximum Offset From Indicated Position: 1 inch.

- C. Minimum Distance from Property Line: 6 inches.

3.05 CLEANING

- A. Leave immediate work area neat at end of each work day.
- B. Clean jobsite of excess materials; scatter excess material from post hole excavations uniformly away from posts. Remove excess material if required.
- C. Clean fence with mild household detergent and clean water rinse well.
- D. Remove mortar from exposed posts and other fencing material using a 10 percent solution of muriatic acid followed immediately by several rinses with clean water.
- E. Touch up scratched surfaces using materials recommended by manufacturer. Match touchup paint color to fence finish.

3.06 PROTECTION

- A. Protect installed products until completion of project.
- B. Touch-up, repair, or replace damaged products before Date of Substantial Completion.

END OF SECTION



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/5/2019

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).

PRODUCER FISH JOHNSON INSURANCE AGENCY 3265 W 4th St Waterloo, IA 50701	CONTACT NAME: RANDY JOHNSON		
	PHONE (A/C, No, Ext): (319) 233-3335	FAX (A/C, No): (319) 233-0321	
	E-MAIL ADDRESS: agency@fishjohnsonins.com		
INSURED MILLER FENCE, INC. 1800 BURTON AVE WATERLOO, IA 50703	INSURER(S) AFFORDING COVERAGE		NAIC#
	INSURER A: WEST BEND MUTUAL INSURANCE		15350
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

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 LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			0175703	05/01/18	05/01/19	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			0175703	05/01/18	05/01/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	X	0175703	05/01/18	05/01/19	EACH OCCURRENCE \$ 3,000,000
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 3,000,000
	DED	RETENTION \$					\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		X	0175717	05/01/18	05/01/19	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 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 INSUREDS ON THE GENERAL LIABILITY POLICY ON A PRIMARY AND NON-CONTRIBUTORY BASIS (CG2010 & CG2037OR EQUIVALENT). GOVERNMENTAL IMMUNITIES ENDORSEMENT INCLUDING 30 DAYS NOTICE OF CANCELLATION INCLUDED. WAIVER OF SUBROGATION UNDER THE WORK COMP AND GENERAL LIABILITY.

CERTIFICATE HOLDER

CANCELLATION

CITY OF CEDAR FALLS
220 CLAY STREET
CEDAR FALLS, IOWA 50613

BY FAX 319-268-5126

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



MEMORANDUM

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

PUBLIC WORKS/PARKS
DIVISION
2200 TECHNOLOGY PKWY
319-273-8629
FAX 319-273-8632

TO: Honorable Mayor James P. Brown and City Council
FROM: Brian M. Heath, Public Works/Parks Div. Manager
DATE: February 6, 2019
SUBJECT: Asphalt Crushing Services

BmH

Over the past several years the City has been accumulating quantities of reclaimed asphalt from street restoration and public works repairs. This material is crushed and recycled into a useable product for use on various City street and parking lot projects. The estimated quantity of accumulated material is 10,000 tons.

A bid opening for Asphalt Crushing Services was held on January 30, 2019. Of the four (4) requests that went out, Peterson Contractors was the sole responder with a bid price of \$3.60 per ton plus \$1,800.00 mobilization. Based on the estimated quantities, the per ton price equals \$3.78 per ton or \$37,800.00

As a comparison, the city has been purchasing recycled asphalt at a cost of \$8.50 per ton. The cost per ton for crushing services and the convenience of the stockpile location will result in a significant overall savings for the City. This project will be funded in FY19 from Street Construction Funds.

Municipal Operations and Programs is recommending approval by City Council to enter into a contract with Peterson Contractors Inc., in the amount of \$37,800.00 to provide Asphalt Crushing Services for the City of Cedar Falls.

Please feel free to contact me if you have questions.

CC: Mark Ripplinger, Municipal Operations and Programs Director

Att.



DEPARTMENT OF PUBLIC WORKS

PLANS, SPECIFICATIONS, AND CONTRACT
FOR ASPHALT CRUSHING SERVICES
CEDAR FALLS, IOWA

January 2019

MINIMUM REQUIREMENTS FOR ASPHALT CRUSHING SERVICES

1. Scope

- A. The work described herein shall consist of the minimum requirements for providing ASPHALT CRUSHING SERVICES for the City of Cedar Falls. All work shall be in accordance with these Requirements and all provisions of the Proposal document.
- D. This project is located on the grounds of the Lake Street Storage Facility located on Lake Street, west of Big Woods Rd. in Cedar Falls, Iowa. All work is on City owned property.

2. Summary of Work

- A. The Contractor shall furnish all labor, materials, equipment and supervision to complete this project in accordance with the proposal requirements.
- B. All asphalt shall be crushed to pass a one-and-one-fourth inch (1.25") screen. Any material not meeting this requirement on the first pass shall be re-crushed to meet this standard. Unit payment will be based on the finished product; no additional payment will be made for the re-crushing process.
- C. Finished material shall be stockpiled via conveyor in uniform pile(s) on this same site, as directed by the Owner

3. Quantity

- A. The City has estimated the quantity of material for bidding purposes to be 10,000 tons.

4. Method of Measurement

- A. Item 1. Mobilization shall be measured on a lump sum basis as per IDOT Standard Specification Section 2533.
- B. Item 2. Crushing asphalt shall be measured in tons computed by weight of finished material processed.

5. Basis of Payment

- A. Item 1. Mobilization shall be paid on a lump sum basis as per IDOT Standard of Specification Section 2533.
- B. Item 2. Crushed asphalt shall be paid in tons computed by weight of finished material processed.
- C. Payment will be made on the actual "final" tons of asphalt processed in accordance with this proposal.

6. Verification

- A. The contractor is required to visit the site before submitting a proposal to evaluate the material to be crushed, site conditions and accessibility.
- B. Crusher/conveyor scale verification to be determined by a truck load weighed at the Cedar Falls Transfer Station or as directed by Owner

7. Working Days

- A. The intent for this project is to be completed during the winter months with a late completion date of April 26, 2019.

**ASPHALT CRUSHING SERVICES
INFORMAL PROJECT CONTRACT
CITY OF CEDAR FALLS**

Contractor: Peterson Contractors Inc.

Address of Contractor: 104 Blackhawk St. PO. Box A Reinbeck, IA 50669

The undersigned Contractor, having examined and determined the scope of the contract documents, hereby proposes to provide the required labor, services, materials and equipment and to perform the Project as described in the attached contract documents, and to do all work at the listed prices.

We further propose to do all "Extra Work" which may be required to complete the work contemplated, at unit prices or lump sums to be agreed upon in writing prior to starting such work.

ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1.	Asphalt Crushing	TON	10,000	3 ⁶⁰	36,000 ⁰⁰
2.	Mobilization	LS	1	1,800 ⁰⁰	1,800 ⁰⁰
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
8.					
Total Extended Amount				\$37,800 ⁰⁰	

The names of those persons, firms, companies or other parties with whom we intend to enter into a subcontract, together with the type of subcontracted work and approximate dollar amount of the subcontract, are as follows:


None

NOTE: All subcontractors are subject to approval by the City.

The undersigned Contractor certifies that this proposal is made in good faith, and without collusion or connection with any other person or persons bidding on the work.

The undersigned Contractor states that this proposal is made in conformity with the Contract Documents and agrees that, in the event of any discrepancies or differences between any conditions of this proposal and the Contract Documents prepared by the City of Cedar Falls, the more specific shall prevail.

FIRM: Peterson Contractors Inc

By: 
Mike Peterson


(Title) Asst. Treas.

(Business Address) Box A Rembeck, IA 50669

(Work Phone Number(s)) 319 345 2713 ext. 245

(Name of Contact Person) Mike Peterson

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work subject to the conditions and specifications of this document.

By: 
Brian Heath
City of Cedar Falls
Public Works and Parks Division Manager

Date: _____

By: _____
James P. Brown, Mayor

Date: _____

Attest: _____
Jacqueline Daniels, MMC, City Clerk



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/06/19

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.

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PRODUCER LSB Financial 242 Tower Park Drive Waterloo, IA 50701 Phone: 319-874-4242 Fax: 319-268-4211		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: PETER-3		FAX (A/C, No):	
INSURED Peterson Contractors, Inc. Reinbeck Motors, Inc. PO Box A / 104 Blackhawk St Reinbeck, IA 50669		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A: Hartford Fire Insurance Co			19682
		INSURER B: Trumbull Insurance Co			27120
		INSURER C: Berkshire Hathaway Ins Co			22276
		INSURER D: Zurich American Ins Co			16535
		INSURER E:			
		INSURER F:			

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 LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> GENERAL LIABILITY		41CSEQU2151	07/01/18	07/01/19	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person)	\$ 10,000
	<input checked="" type="checkbox"/> Blnkt Contractual					PERSONAL & ADV INJURY	\$ 1,000,000
	<input checked="" type="checkbox"/> XCU Coverage					GENERAL AGGREGATE	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG	\$ 2,000,000
	POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY		41CSEQU2152	07/01/18	07/01/19	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS					\$	
	<input checked="" type="checkbox"/> NON-OWNED AUTOS					\$	
C	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	47-XSF-100514-02	07/01/18	07/01/19	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE	\$ 1,000,000
	DEDUCTIBLE						\$
	RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	41WNQU2150	07/01/18	07/01/19	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N				E.L. EACH ACCIDENT	\$ 1,000,000
	(Mandatory in NH)					E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	If yes, describe under SPECIAL PROVISIONS below					E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Cargo		CPP9267064-06	07/01/18	07/01/19		1,000,000
D	Rent/Lease Equip		CPP9267064-06	07/01/18	07/01/19		5,000,000

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 & volunteers, all its boards, commissions and/or authorities and their board members, employees & 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.

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

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**INFORMAL PROJECT
GENERAL CONDITIONS**

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S-1 INTRODUCTORY STATEMENT

Division 11, General Requirements and Covenants of the Iowa Department of Transportation "Standard Specifications for Highway and Bridge Construction," Series of 2001, as amended, shall apply except as amended below.

S-2 DEFINITIONS.

ADD to or CHANGE the following definitions within 1101.03 of the IDOT STANDARD SPECIFICATIONS.

"ENGINEER" shall mean the City Engineer for the City of Cedar Falls, Iowa or his authorized representative.

"OWNER" and "CITY" shall mean the City of Cedar Falls, Iowa acting through the City Council and duly authorized agents.

"CONTRACTING AUTHORITY," "DEPARTMENT OF TRANSPORTATION," or "COUNTY" shall mean the CITY.

"IDOT STANDARD SPECIFICATIONS" shall mean the Iowa Department of Transportation "Standard Specifications for Highway and Bridge Construction," Series of 2001, as amended.

S-3 LIMITATIONS OF OPERATIONS.

Add the following paragraph to 1101.01 of the IDOT STANDARD SPECIFICATIONS:

Upon request Bidder may be required to submit three references on contract related work.

Add the following paragraph to 1108.03 of the IDOT STANDARD SPECIFICATIONS:

Except for such work as may be required to properly maintain lights and barricades, no work will be permitted on Sundays or legal holidays without specific permission of the ENGINEER.

S-4 INSURANCE.

CONTRACTOR agrees to obtain and maintain insurance to comply with all of the terms set forth in Exhibit A – Insurance Requirements for Contractors for the City of Cedar Falls.

S-5 SUPERVISION AND SUPERINTENDENCE.

Add the following paragraph to 1105.05 of the IDOT STANDARD SPECIFICATIONS:

CONTRACTOR shall maintain a qualified and responsible person available 24 hours per day, seven days per week to respond to emergencies that may occur after hours. CONTRACTOR shall provide to ENGINEER the phone number and/or paging service of this individual.

S-6 CONCERNING SUBCONTRACTORS, SUPPLIERS AND OTHERS.

Add the following paragraph to 1108.01 of the IDOT STANDARD SPECIFICATIONS:

Bidders shall list those persons, firms, companies or other parties to whom it proposes/intends to enter into a subcontract regarding this project as required for approval by the City and as noted on the Form of Proposal and the Agreement.

S-7 COMPLIANCE WITH OSHA REGULATIONS.

Add the following paragraph to 1107.01 of the IDOT STANDARD SPECIFICATIONS:

The Contractor and all subcontractors shall comply with the requirements of 29 CFR 1910 (General Industry Standard) and 29 CFR 1926 (Construction Industry Standard). The Contractor and all subcontractors are solely responsible for compliance with said regulations.

The Contractor will provide Material Safety Data Sheets (MSDS) for all hazardous chemicals or materials that will be at the job site. The Material Safety Data Sheets will be submitted to the Project Engineering prior to the start of construction and supplemented as necessary throughout the project. This data is being provided for informational purposes only and does not relieve the contractor of any obligations for compliance with applicable OSHA and State laws regarding hazardous chemicals and right-to-know.

S-8 EMPLOYMENT PRACTICES.

Neither the Contractor nor his/her subcontractors shall employ any person whose physical or mental condition is such that his/her employment will endanger the health and safety of themselves or others employed on the project.

Contractor shall not commit any of the following employment practices and agrees to include the following clauses in any subcontracts:

To discriminate against any individual in terms, conditions, or privileges of employment because of sex, race, color, religion, national origin, sexual orientation, gender identity, marital status, age or disability unless such disability is related to job performance of such person or employee.

To discharge from employment or refuse to hire any individual because of sex, race, color, religion, national origin, sexual orientation, gender identity, marital status, age, or disability unless such disability is related to job performance of such person or employee.

S-9 MEASUREMENT AND PAYMENT.

The detailed specifications of this document defines all pay items and methods of measurement and will supersede applicable sections in the IDOT STANDARD SPECIFICATIONS.

S-10 TAXES.

Contractor shall pay all sales, consumer, use and other similar taxes required to be paid in accordance with local law as outlined in 1109.07 of the IDOT Standard Specifications. The City of Cedar Falls does issue tax exemption certificates to preclude the payment of sales tax. The Contractor shall submit the information necessary for the certificates to be issued. If tax exemption certificates are not issued, prior to project acceptance by the City, the Contractor shall submit to the Engineer a statement of taxes paid, including all information required by the State of Iowa for reimbursement of taxes. **The City will reimburse Contractor for taxes approved and reimbursed by the State of Iowa.** Reimbursement to the Contractor will occur within 30 days of the City receiving reimbursement from the State. Tax statements submitted after the project has been accepted will not be accepted or reimbursed.

S-11 WORK DURING AN EMERGENCY.

The Contractor shall perform any work and shall furnish and install any materials and equipment necessary during an emergency endangering life or property. In all cases the Contractor shall notify the Engineer of the emergency as soon as practical, but shall not wait for instructions before proceeding to properly protect both life and property.

S-12 WASTE SITES.

All waste material shall be hauled to a site of the Contractor's choice with the Engineer's approval. Disposal cost shall be included in the contract cost and no extra compensation will be allowed thereof.

S-13 MINOR WORK AND INCIDENTAL ITEMS OF CONSTRUCTION.

Any minor work not specifically mentioned in the specifications, but obviously necessary for the proper completion of the work shall be considered as being a part of and included in the contract and shall be executed in the proper manner and the Contractor shall not be entitled to extra or additional compensation for the same.

There are items of construction noted in the specifications which shall be considered "incidental" to the contract or a particular bid item. In all cases thereof, no extra compensation will be allowed for the necessary labor, equipment, materials, etc. required to complete the "incidental" items of construction.

S-14 WORKING DAYS.

The intent for this project is to be completed during the winter months with a late completion date of **April 26, 2019.**



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
Phone: 319-273-8606
Fax: 319-273-8610
www.cedarfalls.com

MEMORANDUM

Water Reclamation Division

TO: Mayor Brown and City Council
FROM: Mike Nyman, Manager, Water Reclamation Division
DATE: January 29, 2019
SUBJECT: Oak Park Sewer Replacement, Professional Services Agreement

In late November the elevated sanitary sewer main crossing the ravine between Oak Park Boulevard and Minnetonka Drive collapsed. Within 24 hours a temporary repair was in place and functional. A permanent replacement needs to be designed and constructed. Staff has been working with Snyder and Associates to begin design for this permanent repair.

Elevated crossings are uncommon and can be difficult to construct. This line crosses a ravine in a wooded area on private property with unstable banks adding to the challenges in design and construction. The goal of this project is to construct a repair that will last for several decades with as little impact on the property as possible.

The design and construction cost estimates were included in the FY19-24 CIP. The total estimate at that point was \$300,000. At that time, complicating factors were not fully known. Total costs are now anticipated to be up to \$375,000. As a part of these updated costs, a geotechnical survey will be completed to ensure that the design and construction avoid issues that led to the failure in November. Funding or timing of other projects will be adjusted to fit within the Sanitary Sewer Rental Funds.

I am requesting approval of the Professional Services Agreement with Snyder and Associates for the design for this project for \$113,000. This includes the geotechnical survey work as well.

Thank you very much. Please contact me with any questions or concerns.



DEPARTMENT OF COMMUNITY DEVELOPMENT

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

*Administration Division ♦ Planning & Community Services Division
Phone: 319-273-8600 Fax: 319-273-8610*

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

*Water Reclamation Division
Phone: 319-273-8633 Fax: 319-268-5566*

PROFESSIONAL SERVICE AGREEMENT

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

This Agreement is made and entered by and between Snyder & Associates, Inc., 5005 Bowling Street SW Suite A Cedar Rapids, IA 52404, 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 12 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 an estimated fee of Seventy-One Thousand and Fifty Dollars (\$71,050.00). Contingency up to a maximum Nine Thousand Dollars (\$9,000.00) may be utilized in addition to the \$71,050.00 listed above as noted in Exhibit A.

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. Any other use or reuse of original or altered files shall be at CLIENT's sole risk without liability or legal exposure to CONSULTANT and CLIENT agrees to release, defend and hold CONSULTANT harmless from and against all claims or suits asserted against CONSULTANT in the event such documents are used for a purpose different than originally prepared even though such claims or suits may be based on allegations of negligence by CONSULTANT. 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.
- (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: Lindsay Beaman

Printed Name: _____

Printed Name: LINDSAY BEAMAN

Title: _____

Title: BUSINESS UNIT LEADER

Date: _____

Date: Feb 7, 2019

Exhibit A

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

This document outlines the scope of services specific to the Engineering design for the replacement of the Oak Park Boulevard sewer which includes an aerial crossing and truss bridge. The project generally includes utilization of a geotechnical analysis for the project area that is to be provided by the City to aid in design a utility truss bridge which is to support a replacement sanitary sewer that is to cross the ravine located towards the rear of the parcels between Oak Park Boulevard and Minnetonka Drive. The term "CONSULTANT" as used in this document shall be defined as the engineering design services professional (Snyder & Associates, Inc.) that will be performing work for the City of Cedar Falls, Iowa, hereinafter, the "CLIENT", under contract.

The scope of services to be performed by the CONSULTANT shall be completed in accordance with generally accepted standards of practice and shall include the services and supplies to complete the following:

I. GENERAL

This scope of engineering design outlines the services required to complete administration and design for the replacement of the sanitary sewer that is to cross the ravine located towards the rear of the parcels between Oak Park Boulevard and Minnetonka Drive. Major project components include review of the geotechnical report to be provided by the CLIENT, footing/abutment design, utility truss bridge design, sanitary sewer design and site restoration. One bid package will be developed for replacement of the sanitary sewer during 2019. The replacement sanitary sewer will have an 8-inch nominal diameter and follow the existing alignment. No flow analysis is to be performed for sizing of the sewer.

The CONSULTANT will provide Engineering Services including design as required for the PROJECT. The CONSULTANT'S services shall include: project administration, including coordination of project team activity, utility coordination, permit applications, topographic survey, detailed design, preparation of construction documents and assistance during the bidding period. The CONSULTANT shall complete the design to generally conform to the 2019 Iowa Statewide Urban Design and Specifications (SUDAS) and the City of Cedar Falls Supplement Specifications.

II. SCOPE OF WORK

The CONSULTANT shall provide Design Engineering Services as required for the design of the above project as follows:

A. DESIGN ENGINEERING SERVICES

The CONSULTANT will provide the basic services as follows.

1. Survey Services - The CONSULTANT shall perform the necessary surveys (i.e. survey control, bench loops, Iowa One Call coordination, boundary survey and site topo a minimum of 50' wide from Oak Park Boulevard to Minnetonka Drive) within the project limits including location and elevation of existing surface features including the sanitary sewer to be replaced and to locate, where possible, underground utilities from existing records and field locates by the utility companies and the CLIENT, as made available. Survey will only be collected where needed to complete the design. Additionally, up to four temporary construction easement exhibits shall be prepared. Acquisition services will be completed by the CLIENT.
2. Environmental Analysis – The CONSULTANT shall provide wetland and stream delineation within the proposed project limits to obtain associated US Army Corps of Engineers (USACE) permitting, if necessary, for construction of the replacement sewer. Additionally a bat habitat survey for Indiana and northern long-eared bat habitat at the project site will be completed. A report documenting the findings and pertinent information identified will be provided to the client as necessary for construction.
3. Geotechnical Services – The SUBCONSULTANT to perform two soil borings to depths of approximately 50 feet, with one on either side of the ravine near the crest. The boreholes will be converted to temporary groundwater observation wells after completion of each boring and kept in place for at least two weeks. Subsurface exploration will utilize an atv-mounted rotary drill rig. The CLIENT should notify and/or make the CONSULTANT aware of any private utilities prior to completion of the borings. Laboratory testing of the soil materials found during the borings will include water content, unit dry weight, atterberg limits, particle size analysis, unconfined compressive strength and consolidated undrained triaxial compression.

Results of the field and laboratory programs will be evaluated by a professional engineer. The engineer will develop a geotechnical site characterization, perform engineering evaluation and analyses to evaluate slope stability and sewer support structure foundation alternatives, and provide geotechnical engineering design criteria for the project. Stabilization recommendations will also be provided for the toe of the west ravine slope. The geotechnical report will include the following:

- Site Location and Exploration Plans
- Stratified boring logs with field and laboratory data
- Summaries of subsurface exploration procedures and laboratory testing
- Summaries of subsurface soil and groundwater conditions encountered
- Site and project descriptions
- Results of external (global) stability analyses for the existing slopes (2 sections)
- Results of internal (local) stability analyses for the slopes with a new sewer support structure and stabilized west slope toe (3 to 4 sections)
- Geotechnical design recommendations for shallow foundations (if feasible) including:
 - Minimum widths and embedment for frost protection
 - Bearing depth(s)
 - Maximum net allowable bearing pressure
 - Estimated total and differential settlement
- Shallow foundation construction considerations
- Geotechnical recommendations and commentary for intermediate or deep foundations including:
 - Geotechnical discussion regarding feasible foundation system types
 - Minimum 'pile/pier' cap embedment for frost protection
 - Recommended minimum bearing depths and estimated axial capacities
 - Anticipated total and differential settlement
 - General construction considerations
- Estimated seismic site classification based on the conditions encountered
- Lateral earth pressure recommendations for sewer structure 'abutments'
- Recommendations for stabilization of the west slope toe

4. Structural Design – The CONSULTANT shall prepare preliminary design to establish the bridge type, size and location, along with the final design for a prefabricated steel truss bridge to support the aerial crossing for the replacement sanitary sewer. Plan details are to include abutments, project quantities, notes and miscellaneous details. The bridge is to carry no other primary load beyond the sanitary sewer.
5. Preliminary Design – The CONSULTANT shall develop preliminary design plans for the project letting. Upon completion, the design plans should be approximately 50% complete and include preliminary sanitary sewer, truss bridge and site restoration design. The deliverables for the preliminary design shall include an electronic 50% plan set, cover sheet with the designer and reviewer initials and an Engineer's opinion of probable cost.
6. Drainage Analysis – The CONSULTANT shall complete a TR-55 methodology based drainage analysis to determine the 50-year flow within the basin through the construction limits. The flow analysis will be used to verify that associated permitting is not required. Associated permitting is not included.
7. Utility Coordination – The CONSULTANT shall identify potential construction conflicts with franchise and City utilities. Coordination for potential relocation of conflicting utilities shall be completed. Identification of conflicts that could impact the project schedule or significantly impact the construction cost should be reported to the CLIENT if and/or when identified.
8. Final Design – Following the review and general approval of the preliminary plans by the CLIENT, the CONSULTANT shall proceed with the development of Final Plans for the project. Upon completion, the design plans will be approximately 95% complete and shall include: incorporation of preliminary design review comments, an updated opinion of probable construction costs and a draft project manual. Construction permit applications shall also be submitted for review and approval for submittal to the Iowa Department of Natural Resources (DNR).
9. Letting Services - The CONSULTANT shall incorporate Final Design review comments, prepare and submit the following for filing with the City Clerk; print-ready project manual, print-ready plan set certified by a licensed engineer in the state of Iowa and completed permit applications for submittal to the Iowa DNR. Additionally the CONSULTANT shall assist the CLIENT during the bid period in

answering questions regarding design intent and prepare addendum for distribution by the Consultant. Furthermore a recommendation to award shall be provided.

B. CONTINGENCY

1. If at any time during the work the CONSULTANT determines that its actual costs will exceed the estimated actual costs, thus necessitating the use of a contingency amount, it will promptly so notify the CLIENT'S Project Manager in writing and describe what costs are causing the overage and the reason. The CONSULTANT shall not exceed the estimated actual costs without prior written approval from the CLIENT'S Water Reclamation Facility Manager.
2. Items that may cause the need to utilize the CONTINGENCY include but are not necessarily limited to the following: Design standard changes, unanticipated field conditions (e.g. unknown utility conflicts), unforeseen geotechnical engineering findings, and other miscellaneous changes in scope.

C. ADDITIONAL SERVICES

1. The CLIENT may request Additional Services from the CONSULTANT not included in the Scope of Services as outlined. Additional Services may include, but are not necessarily limited to, geotechnical services, a Phase I Archaeological and Cultural Resources Survey, yard/lawn/pavement restoration following geotechnical fieldwork, repair/replacement of utilities that are incorrectly marked or not made known to the CONSULTANT prior to fieldwork, environmental site assessment or remediation, embankment stabilization, attending public meetings, permanent acquisition exhibits (e.g. permanent easements), acquisition services, providing testing services, construction services; expanding the scope of the project or the work to be completed; requesting the development of various documents; extending the time to complete a project through no fault of the CONSULTANT; or requesting additional work items that increase the Engineering Services and corresponding costs.

III. COMPENSATION AND TERMS OF PAYMENT

A. DESIGN ENGINEERING SERVICES

1. Compensation for the Design Engineering Services by the CONSULTANT shall be based on the then current hourly rates and fixed expenses at an estimated maximum fee of \$104,000.00. Contingency as defined in Section II.B may be utilized as defined up to a maximum amount of \$9,000.

B. ADDITIONAL SERVICES

1. Additional Services by the CONSULTANT may be required for the project as listed in Section II.C. If additional services beyond the scope items listed above are necessary the CONSULTANT shall be entitled to negotiate a supplemental agreement to provide for the actual services performed. These services will be based on the then-current hourly rates and fixed expenses and the CLIENT will be billed for actual direct hours spent. The CLIENT shall authorize services prior to the CONSULTANT initiating any Additional Services.

IV. ASSIGNABILITY

- A. The CONSULTANT shall not assign any interest in this AGREEMENT and shall not transfer any interest in the same without the prior written consent of the CLIENT. Subconsultants designated as part of this AGREEMENT shall be deemed to be approved when this AGREEMENT is executed.
- B. Subconsultants are proposed as follows:

Terracon Consultants, Inc.

END

Exhibit B

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

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 and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers 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, pay on behalf of, indemnify, and hold harmless the City of Cedar Falls, Iowa, its elected and appointed officials, directors, employees, agents and volunteers 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, agents and volunteers 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, agents and volunteers 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, agents and volunteers 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 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 and volunteers, all its boards, commissions and/or authorities and their board members, employees, and volunteers, 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).

PRODUCER Your Insurance Agency 123 Main Street Anytown, IA 00000		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:		FAX (A/C, No):	
INSURED Business Name 123 Main Street Anytown, IA 0000		INSURER(S) AFFORDING COVERAGE INSURER A: Carrier should reflect rating of A-, VIII or better INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:			NAIC #

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	TYPE OF INSURANCE	ADDL INSR	SUBR WVR	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"/>	<input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000 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"/>	<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) \$ \$ \$
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"/>	<input 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? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	<input type="checkbox"/> Y/N	<input type="checkbox"/> N/A <input checked="" type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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.

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
---	---

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

Name Of Additional Insured Person(s) Or Organization(s):
Location(s) Of Covered Operations
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.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/22/2019

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).

PRODUCER DONAGHY KEMPTON INSURORS PO BOX 3287 DES MOINES, IA 50316-0287 Brian J Donaghy		515-288-8545		CONTACT NAME: Brian J Donaghy PHONE (A/C, No, Ext): 515-288-8545 E-MAIL ADDRESS: brian@dki-ins.com FAX (A/C, No): 515-288-2422	
INSURED Snyder & Associates Inc Snyder & Associates Engineers & Planners LLC 2727 SW Snyder Blvd Ankeny, IA 50023				INSURER(S) AFFORDING COVERAGE INSURER A: UNITED FIRE GROUP INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
				NAIC # 13021	

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 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 <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	60376805	10/01/2018	10/01/2019	EACH OCCURRENCE \$ 1,000,000 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 Ded \$ 0
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	60376805	10/01/2018	10/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y		60376805	10/01/2018	10/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y	60376805	10/01/2018	10/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Property			60376805	10/01/2018	10/01/2019	BPP 2,288,000
A	Inland Marine			60376805	10/01/2018	10/01/2019	Lsd Equip 100,000

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

See attached.

CERTIFICATE HOLDER

CANCELLATION

CITYCE4 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

NOTEPAD:HOLDER CODE CITYCE4
INSURED'S NAME Snyder & Associates IncSNYDAS1
OP ID: KNPAGE 2
Date 01/22/2019

The 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 included as Additional Insureds, including ongoing and completed operations on General Liability per the attached CG7201 07/17. 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 including 30 days notice of cancellation included. Waiver of Subrogation included on Workers Compensation and General Liability.

**EXTENDED ULTRA LIABILITY PLUS ENDORSEMENT
COMMERCIAL GENERAL LIABILITY EXTENSION ENDORSEMENT SUMMARY OF COVERAGES**

This is a summary of the various additional coverages and coverage modifications provided by this endorsement. No coverage is provided by this summary.

- * Extended Property Damage
- * Expanded Fire Legal Liability to include Explosion, Lightning and Sprinkler Leakage
- * Coverage for non-owned watercraft is extended to 51 feet in length
- * Property Damage - Borrowed Equipment
- * Property Damage Liability - Elevators
- * Coverage D - Voluntary Property Damage Coverage
\$5,000 Occurrence with a \$10,000 Aggregate
- * Coverage E - Care, Custody and Control Property Damage Coverage
\$25,000 Occurrence with a \$100,000 Aggregate - \$500 Deductible
- * Coverage F - Electronic Data Liability Coverage - \$50,000
- * Coverage G - Product Recall Expense
\$25,000 Each Recall Limit with a \$50,000 Aggregate - \$1,000 Deductible
- * Coverage H - Water Damage Legal Liability - \$25,000
- * Coverage I - Designated Operations Covered by a Consolidated (Wrap-Up) Insurance Program - Limited Coverage
- * Increase in Supplementary Payments: Bail Bonds to \$1,000
- * Increase in Supplementary Payments: Loss of Earnings to \$500
- * For newly formed or acquired organizations - extend the reporting requirement to 180 days
- * Broadened Named Insured
- * Automatic Additional Insured - Owners, Lessees or Contractors - Automatic Status When Required in Construction Agreement With You – Including Upstream Parties
- * Contractors Blanket Additional Insured - Products - Completed Operations Coverage – Including Upstream Parties
- * Automatic Additional Insured - Vendors
- * Automatic Additional Insured- Lessor of Leased Equipment Automatic Status When Required in Lease Agreement With You
- * Automatic Additional Insured - Managers or Lessor of Premises
- * Additional Insured - Engineers, Architects or Surveyors Not Engaged by the Named Insured
- * Additional Insured - State or Governmental Agency or Subdivision or Political Subdivision - Permits or Authorizations
- * Additional Insured - Consolidated Insurance Program (Wrap-Up) Off-Premises Operations Only - Owners, Lessees or Contractors Automatic Status When Required in Construction Agreement With You
- * Additional Insured - Employee Injury to Another Employee
- * Automatically included - Aggregate Limits of Insurance (per location)
- * Automatically included - Aggregate Limits of Insurance (per project)
- * Knowledge of occurrence - Knowledge of an "occurrence", "claim or suit" by your agent, servant or employee shall not in itself constitute knowledge of the named insured unless an officer of the named insured has received such notice from the agent, servant or employee
- * Blanket Waiver of Subrogation
- * Liberalization Condition
- * Unintentional failure to disclose all hazards. If you unintentionally fail to disclose any hazards existing at the inception date of your policy, we will not deny coverage under this Coverage Form because of such failure. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.
- * "Insured Contract" redefined for Limited Railroad Contractual Liability
- * Mobile equipment to include snow removal, road maintenance and street cleaning equipment less than 1,000 lbs GVW
- * Bodily Injury Redefined

**REFER TO THE ACTUAL ENDORSEMENT FOLLOWING ON PAGES 2 THROUGH 13 FOR CHANGES AFFECTING
YOUR INSURANCE PROTECTION**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXTENDED ULTRA LIABILITY PLUS ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SECTION I - COVERAGES

A. The following changes are made at **COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY**

1. **Extended Property Damage**

At 2. **Exclusions** exclusion a. **Expected or Intended Injury** is replaced with the following:

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

2. **Expanded Fire Legal Liability**

At 2. **Exclusions** the last paragraph is deleted and replaced by the following:

Exclusions c. through n. do not apply to damage by fire, explosion, lightning, smoke resulting from such fire, explosion, or lightning or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in **SECTION III - LIMITS OF INSURANCE**.

3. **Non-Owned Watercraft**

At 2. **Exclusions** exclusion g. **Aircraft, Auto Or Watercraft (2) (a)** is deleted and replaced by the following:

(a) Less than 51 feet long;

4. **Property Damage – Borrowed Equipment**

At 2. **Exclusions** the following is added to paragraph (4) of exclusion j. **Damage To Property**:

This exclusion does not apply to "property damage" to borrowed equipment while at a jobsite and while not being used to perform operations. The most we will pay for "property damage" to any one piece of borrowed equipment under this coverage is \$25,000 per occurrence. The insurance afforded under this provision is excess over any valid and collectible property insurance (including deductible) available to the insured, whether primary, excess, contingent or on any other basis.

5. **Property Damage Liability – Elevators**

At 2. **Exclusions** the following is added to paragraphs (3), (4) and (6) of exclusion j. **Damage To Property**:

This exclusion does not apply to "property damage" resulting from the use of elevators. However, any insurance provided for such "property damage" is excess over any valid and collectible property insurance (including deductible) available to the insured, whether primary, excess, contingent or on any other basis.

B. The following coverages are added:

1. **COVERAGE D - VOLUNTARY PROPERTY DAMAGE COVERAGE**

"Property damage" to property of others caused by the insured:

- a. While in your possession; or
- b. Arising out of "your work".

Coverage applies at the request of the insured, whether or not the insured is legally obligated to pay.

For the purposes of this **Voluntary Property Damage Coverage** only:

Exclusion j. **Damage to Property** is deleted and replaced by the following:

j. **Damage to Property**

"Property damage" to:

- (1) Property held by the insured for servicing, repair, storage or sale at premises you own, rent, lease, operate or use;

(2) Property transported by or damage caused by any "automobile", "watercraft" or "aircraft" you own, hire or lease;

(3) Property you own, rent, lease, borrow or use.

The amount we will pay is limited as described below in **SECTION III - LIMITS OF INSURANCE**

For the purposes of this Voluntary Property Damage Coverage, our right and duty to defend ends when we have paid the Limit of Liability or the Aggregate Limit for each coverage, and we are granted discretion in making payments under this coverage.

2. COVERAGE E - CARE, CUSTODY AND CONTROL PROPERTY DAMAGE COVERAGE

For the purpose of this **Care, Custody and Control Property Damage Coverage** only:

a. Item (4) of exclusion j. does not apply.

The amount we will pay is limited as described below in **SECTION III - LIMITS OF INSURANCE**

For the purposes of this Care, Custody and Control Property Damage Coverage, our right and duty to defend ends when we have paid the Limit of Liability or the Aggregate Limit for each coverage, and we are granted discretion in making payments under this coverage.

3. COVERAGE F - ELECTRONIC DATA LIABILITY COVERAGE

For the purposes of this **Electronic Data Liability Coverage** only:

a. Exclusion p. of **Coverage A – Bodily Injury And Property Damage Liability** in **Section I – Coverages** is replaced by the following:

2. Exclusions

This insurance does not apply to:

p. Electronic Data

Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data" that does not result from physical injury to tangible property.

However, this exclusion does not apply to liability for damages because of "bodily injury".

b. "Property damage" means:

- (1) Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
- (2) Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it; or
- (3) Loss of, loss of use of, damage to, corruption of, inability to access or inability to properly manipulate "electronic data", resulting from physical injury to tangible property. All such loss of "electronic data" shall be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this **Electronic Data Liability Coverage**, "electronic data" is not tangible property.

The amount we will pay is limited as described below in **SECTION III - LIMITS OF INSURANCE**

4. COVERAGE G - PRODUCT RECALL EXPENSE

a. Insuring Agreement

- (1) We will pay 90% of "product recall expense" you incur as a result of a "product recall" you initiate during the coverage period.
- (2) We will only pay for "product recall expense" arising out of "your products" which have been physically relinquished to others.

The amount we will pay is limited as described below in **SECTION III - LIMITS OF INSURANCE**

b. Exclusions

This insurance does not apply to "product recall expense" arising out of:

- (1) Any fact, circumstance or situation which existed at the inception date of the policy and which you were aware of, or could reasonably have foreseen that would have resulted in a "product recall".
- (2) Deterioration, decomposition or transformation of a chemical nature, except if caused by an error in the manufacture, design, processing, storage, or transportation of "your product".
- (3) The withdrawal of similar products or batches that are not defective, when a defect in another product or batch has been found.
- (4) Acts, errors or omissions of any of your employees, done with prior knowledge of any of your officers or directors.
- (5) Inherent vice, meaning a natural condition of property that causes it to deteriorate or become damaged.
- (6) "Bodily injury" or "property damage".
- (7) Failure of "your product" to accomplish its intended purpose, including any breach of warranty of fitness, quality, efficacy or efficiency, whether written or implied.
- (8) Loss of reputation, customer faith or approval, or any costs incurred to regain customer market, or any other consequential damages.
- (9) Legal fees or expenses.
- (10) Damages claimed for any loss, cost or expense incurred by you or others for the loss of use of "your product".
- (11) "Product recall expense" arising from the "product recall" of any of "your products" for which coverage is excluded by endorsement.
- (12) Any "product recall" initiated due to the expiration of the designated shelf life of "your product".

5. COVERAGE H - WATER DAMAGE LEGAL LIABILITY

The Insurance provided under Coverage H (Section I) applies to "property damage" arising out of water damage to premises that are both rented to and occupied by you.

The Limit under this coverage shall not be in addition to the Damage To Premises Rented To You Limit.

The amount we will pay is limited as described below in **SECTION III - LIMITS OF INSURANCE**

6. COVERAGE I – DESIGNATED OPERATIONS COVERED BY A CONSOLIDATED (WRAP-UP) INSURANCE PROGRAM

The following exclusion is added to Paragraph 2. **Exclusions** of **SECTION I – COVERAGES COVERAGE A– BODILY INJURY AND PROPERTY DAMAGE LIABILITY** :

- r. This insurance does not apply to "bodily injury" or "property damage" arising out of either your ongoing operations or operations included within the "products-completed operations hazard" for any "consolidated (Wrap-up) insurance program" which has been provided by the prime contractor/project manager or owner of the construction project in which you are involved.

This exclusion applies whether or not a "consolidated (Wrap-up) insurance program":

- a. Provides coverage identical to that provided by this Coverage Part; or
- b. Has limits adequate to cover all claims.

This exclusion does not apply if a "consolidated (Wrap-up) insurance program" covering your operations has been cancelled, non-renewed or otherwise no longer applies for reasons other than exhaustion of all available limits, whether such limits are available on a primary, excess or on any other basis. You must advise us of such cancellation, nonrenewal or termination as soon as practicable.

For purposes of this exclusion a "consolidated (wrap-up) insurance program" is a program providing insurance coverage to all parties for exposures involved with a particular (typically major) construction project.

C. SUPPLEMENTARY PAYMENTS - COVERAGES A AND B is amended:**1. To read SUPPLEMENTARY PAYMENTS****2. Bail Bonds**

Item 1.b. is amended as follows:

- b. Up to \$1,000 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

3. Loss of Earnings

Item 1.d. is amended as follows:

- d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$500 a day because of time off from work.

4. The following language is added to Item 1.

However, we shall have none of the duties set forth above when this insurance applies only for **Voluntary Property Damage Coverage** and/or **Care, Custody or Control Property Damage Coverage** and we have paid the Limit of Liability or the Aggregate Limit for these coverages.

SECTION II - WHO IS AN INSURED**A. The following change is made:****Extended Reporting Requirements**

Item 3.a. is deleted and replaced by the following :

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. The following provisions are added:**4. BROAD FORM NAMED INSURED**

Item 1.f. is added as follows:

- f. Any legally incorporated entity of which you own more than 50 percent of the voting stock during the policy period only if there is no other similar insurance available to that entity. However:

- (1) Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired more than 50 percent of the voting stock; and
- (2) Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired more than 50 percent of the voting stock.

5. Additional Insured - Owners, Lessees or Contractors-Automatic Status When Required in Construction or Service Agreement With You – Including Upstream Parties

- a. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy;
- b. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph a. above.

Such person(s) or organization(s) is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" which may be imputed to that person or organization directly arising out of:

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.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- c. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:
 - a. 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
 - b. 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.

6. Additional Insured – Products Completed Operations Coverage – Including Upstream Parties

- a. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy; and
- b. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph a. above.

Such person(s) or organization(s) is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" which may be imputed to that person or organization directly arising out of "your work" specified in the "written contract" and included in the "products-completed operations hazard".

However:

- (1) The insurance afforded to such additional insureds only applies to the extent permitted by law;
- (2) If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.
- (3) Such coverage will not apply subsequent to the first to occur of the following:
 - i. The expiration of the period of time required by the "written contract"; or
 - ii. The expiration of any applicable statute of limitations or statute of repose with respect to claims arising out of "your work".
- c. With respect to the insurance afforded to any additional insured under this endorsement, the following additional exclusionary language shall apply:

This insurance does not apply to "bodily injury" or "property damage" arising out of the rendering of, or the failure to render, any professional architecture, engineering or surveying services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- (2) Supervisory, inspection, architectural or engineering activities.

7. Additional Insured - Vendors

- a. Any person(s) or organization(s) (referred to throughout this additional coverage as vendor), but only with respect to "bodily injury" or "property damage", which may be imputed to that person(s) or organization(s) arising out of "your products" shown with the Schedule which are distributed or sold in the regular course of the vendor's business is an insured.

However:

- (1) The insurance afforded to such vendor only applies to the extent permitted by law; and
 - (2) If coverage provided to the vendor is required by a contract or agreement, the insurance afforded to such vendor will not be broader than that which you are required by the contract or agreement to provide for such vendor.
- b. With respect to the insurance afforded to these vendors, the following additional exclusions apply:
- (1) This insurance afforded the vendor does not apply to:
 - (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (b) Any express warranty unauthorized by you;
 - (c) Any physical or chemical change in the product made intentionally by the vendor;
 - (d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container.
 - (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of products.
 - (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product.
 - (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor.
 - (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
 - i. The exceptions contained in Sub-paragraphs d. or f.; or
 - ii. Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
 - (2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

8. Additional Insured – Lessor of Leased Equipment – Automatic Status When Required in Lease Agreement With You

- a. Any person(s) or organization(s) from whom you lease equipment when you and such person(s) or organization(s) have agreed in writing in a contract or agreement that such person(s) or organization(s) be added as an additional insured on your policy. Such person(s) or organization(s) is an insured only with respect to your liability for "bodily injury", "property damage" or "personal and advertising injury" directly arising out of the maintenance, operation or use of equipment leased to you, which may be imputed to such person or organization as the lessor of equipment.

However, the insurance afforded to such additional insured:

- (1) Only applies to the extent permitted by law; and
- (2) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when their contract or agreement with you for such leased equipment ends.

- b. With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

9. Additional Insured – Managers or Lessors of Premises

- a. Any person(s) or organization(s), but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and subject to the following additional exclusions:

This insurance does not apply to:

- (1) Any "occurrence" which takes place after you cease to be a tenant in that premises.
- (2) Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

- (1) The insurance afforded to such additional insured only applies to the extent permitted by law; and
- (2) If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

10. Additional Insured - Engineers, Architects or Surveyors Not Engaged by the Named Insured

- a. Any architects, engineers or surveyors who are not engaged by you are insureds, but only with respect to liability for "bodily injury" or "property damage" or "personal and advertising injury" which may be imputed to that architect, engineer or surveyor arising out of:

- (1) Your acts or omissions; or
- (2) Your acts or omissions of those acting on your behalf;

in the performance of your ongoing operations performed by you or on your behalf.

But only if such architects, engineers or surveyors, while not engaged by you, are contractually required to be added as an additional insured to your policy.

However, the insurance afforded to such additional insured:

- (1) Only applies to the extent permitted by law; and
- (2) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- b. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or failure to render any professional services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or
- (2) Supervisory, inspection or engineering services.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional services.

11. Additional Insured - State or Governmental Agency or Subdivision or Political Subdivision - Permits or Authorizations

Any state or governmental agency or subdivision or political subdivision is an insured, subject to the following provisions:

- a. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- (1) The insurance afforded to such additional insured only applies to the extent permitted by law; and
- (2) If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

b. This insurance does not apply to:

- (1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- (2) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

12. Additional Insured Consolidated Insurance Program (Wrap-Up) Off-Premises Operations Only - Owners, Lessees or Contractors

- a. Any persons or organizations for whom you are performing operations, for which you have elected to seek coverage under a Consolidated Insurance Program, when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy is an insured. Such person or organization is an additional insured only with respect to your liability which may be imputed to that person or organization directly arising out of your ongoing operations performed for that person or organization at a premises other than any project or location that is designated as covered under a Consolidated Insurance Program. A person's or organization's status as an insured under this endorsement ends when your operations for that insured are completed.
- b. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies.

This insurance does not apply to:

"Bodily injury", "property damage", or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
- (2) Supervisory, inspection

13. Additional Insured - Employee Injury to Another Employee

With respect to your "employees" who occupy positions which are supervisory in nature:

Paragraph 2.a.(1) of **SECTION II – WHO IS AN INSURED** is amended to read:

- a. "Bodily injury" or "personal and advertising injury"
 - (1) To you, to your partners or members (if you are a partnership or joint venture), or to your members (if you are a limited liability company);
 - (2) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in paragraph (1)(a) above; or
 - (3) Arising out of his or her providing or failing to provide professional healthcare services. Paragraph 3.a. is deleted.

For the purpose of this Item 13 only, a position is deemed to be supervisory in nature if that person performs principle work which is substantially different from that of his or her subordinates and has authority to hire, direct, discipline or discharge.

SECTION III - LIMITS OF INSURANCE

A. The following items are deleted and replaced by the following:

2. The General Aggregate Limit is the most we will pay for the sum of:

- a. Medical expenses under **Coverage C**;
- b. Damages under **Coverage A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; and

c. Damages under **Coverage B**; and

d. Damages under **Coverage H**.

3. The Products-Completed Operations Aggregate Limit is the most we will pay under **Coverage A** for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard" and **Coverage G**.

6. Subject to 5. above, the Damage to Premises Rented to You Limit is the most we will pay under **Coverage A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, explosion, lightning, smoke resulting from such fire, explosion, or lightning or sprinkler leakage while rented to you or temporarily occupied by you with permission of the owner.

B. The following are added :

8. Subject to Paragraph 5. of **SECTION III – LIMITS OF INSURANCE** \$25,000 is the most we will pay under Coverage H for **Water Damage Legal Liability**.

9. **Coverage G - Product Recall Expense**

Aggregate Limit \$50,000

Each Product Recall Limit \$25,000

a. The Aggregate Limit shown above is the most we will pay for the sum of all "product recall expense" you incur as a result of all "product recalls" you initiate during the endorsement period.

b. The Each Product Recall Limit shown above is the most we will pay, subject to the Aggregate and \$1,000 deductible, for "product recall expense" you incur for any one "product recall" you initiate during the endorsement period.

We will only pay for the amount of "product recall expenses" which are in excess of the deductible amount. The deductible applies separately to each "product recall". The limits of insurance will not be reduced by the amount of this deductible.

We may, or will if required by law, pay all or any part of any deductible amount. Upon notice of our payment of a deductible amount, you shall promptly reimburse us for the part of the deductible amount we paid.

10. **Aggregate Limits of Insurance (Per Location)**

The General Aggregate Limit applies separately to each of your "locations" owned by or rented to you or temporarily occupied by you with the permission of the owner.

"Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

11. **Aggregate Limits of Insurance (Per Project)**

The General Aggregate Limit applies separately to each of your projects away from premises owned by or rented to you.

12. With respects to the insurance afforded to additional insureds afforded coverage by items 5 through 13 of

SECTION II – WHO IS AN INSURED above, the following is added:

The most we will pay on behalf of the additional insured is the amount of insurance:

a. Required by the contract or agreement;

b. Available under the applicable Limits of Insurance shown in the Declarations;

Whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

13. Subject to 5. of **SECTION III – LIMITS OF INSURANCE**, a \$5,000 "occurrence" limit and a \$10,000 "aggregate" limit is the most we will pay under **Coverage A** for damages because of "property damage" covered under **Coverage D - Voluntary Property Damage Coverage**.

For the purposes of this Voluntary Property Damage Coverage, our right and duty to defend ends when we have paid the Limit of Liability or the Aggregate Limit for each coverage, and we are granted discretion in making payments under this coverage.

14. Subject to 5. of **SECTION III – LIMITS OF INSURANCE**, a \$25,000 "occurrence" limit and a \$100,000 "aggregate" limit is the most we will pay under **Coverage E - Care, Custody and Control Coverage** regardless of the number of:

- a. Insureds;
- b. Claims made or "suits" brought; or
- c. Persons or organizations making claims or bringing "suits".

Deductible - Our obligation to pay damages on your behalf applies only to the amount of damages in excess of \$500.

This deductible applies to all damages because of "property damage" as the result of any one "occurrence" regardless of the number of persons or organizations who sustain damages because of that "occurrence".

We may pay any part or all of the deductible amount to effect settlement of any claim or "suit" and upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.

As respects this coverage "Aggregate" is the maximum amount we will pay for all covered "occurrences" during one policy period.

For the purposes of this Care, Custody and Control Property Damage Coverage, our right and duty to defend ends when we have paid the Limit of Liability or the Aggregate Limit for each coverage, and we are granted discretion in making payments under this coverage.

15. Subject to 5. of **SECTION III – LIMITS OF INSURANCE**, the most we will pay for "property damage" under **Coverage F - Electronic Data Liability Coverage** for loss of "electronic data" is \$50,000 without regard to the number of "occurrences".

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS

- A. The following conditions are amended:

1. **Knowledge of Occurrence**

- a. Condition 2., Items a. and b. are deleted and replaced by the following:

(1) Duties In The Event Of Occurrence, Offense, Claim Or Suit

- (a)** You must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. Knowledge of an "occurrence" by your agent, servant or employee shall not in itself constitute knowledge of the named insured unless an officer of the named insured has received such notice from the agent, servant or employee. To the extent possible, notice should include:

- i. How, when and where the "occurrence" took place;
- ii. The names and addresses of any injured persons and witnesses, and
- iii. The nature and location of any injury or damage arising out of the "occurrence" or offense.

- (b)** If a claim is made or "suit" is brought against any insured, you must:

- i. Immediately record the specifics of the claim or "suit" and the date received; and
- ii. Notify us as soon as practicable.

You must see to it that we receive written notice of the claim or "suit" as soon as practicable. Knowledge of a claim or "suit" by your agent, servant or employee shall not in itself constitute knowledge of the named insured unless an officer of the named insured has received such notice from the agent, servant or employee.

2. Where **Broad Form Named Insured** is added in **SECTION II – WHO IS AN INSURED** of this endorsement, Condition 4. **Other Insurance b. Excess Insurance (1).(a)** is replaced by the following:

- (a)** Any of the other insurance, whether primary, excess, contingent or on any other basis, that is available to an insured solely by reason of ownership by you of more than 50 percent of the voting stock, and not withstanding any other language in any other policy. This provision does not apply to a policy written to apply specifically in excess of this policy.

B. The following are added:

10. Condition (5) of 2. "Duties in the event Occurrence, Offense, Claim or Suit" c. You or any other involved insured must:

(5) Upon our request, replace or repair the property covered under **Voluntary Property Damage Coverage** at your actual cost, excluding profit or overhead.

11. Blanket Waiver Of Subrogation

We waive any right of recovery we may have against any person or organization because of payments we make for injury or damage arising out of: premises owned or occupied by or rented or loaned to you, ongoing operations performed by you or on your behalf, done under a contract with that person or organization, "your work", or "your products". We waive this right where you have agreed to do so as part of a written contract, executed by you before the "bodily injury" or "property damage" occurs or the "personal and advertising injury" offense is committed.

12. Liberalization

If a revision to this Coverage Part, which would provide more coverage with no additional premium becomes effective during the policy period in the state designated for the first Named Insured shown in the Declarations, your policy will automatically provide this additional coverage on the effective date of the revision.

13. Unintentional Failure to Disclose All Hazards

Based on our reliance on your representations as to existing hazards, if you unintentionally should fail to disclose all such hazards at the inception date of your policy, we will not deny coverage under this Coverage Part because of such failure. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

14. The following conditions are added in regard to Coverage G - Product Recall Expense

In event of a "product recall", you must

- a. See to it that we are notified as soon as practicable of a "product recall". To the extent possible, notice should include how, when and where the "product recall" took place and estimated "product recall expense".
- b. Take all reasonable steps to minimize "product recall expense". This will not increase the limits of insurance.
- c. If requested, permit us to question you under oath at such times as may be reasonably required about any matter relating to this insurance or your claim, including your books and records. Your answers must be signed.
- d. Permit us to inspect and obtain other information proving the loss. You must send us a signed, sworn statement of loss containing the information we request to investigate the claim. You must do this within 60 days after our request.
- e. Cooperate with us in the investigation or settlement of any claim.
- f. Assist us upon our request, in the enforcement of any rights against any person or organization which may be liable to you because of loss to which this insurance applies.

15. Limited Railroad Contractual Liability

The following conditions are applicable only to coverage afforded by reason of the redefining of an "insured contract" in the **DEFINITIONS** section of this endorsement:

- a. Railroad Protective Liability coverage provided by **Railroad Protective Liability Coverage Form (CG 00 35)** with minimum limits of \$2,000,000 per occurrence and a \$6,000,000 general aggregate limit must be in place for the entire duration of any project.
- b. Any amendment to the Other Insurance condition of **Railroad Protective Liability Coverage Form (CG 00 35)** alters the primacy of the coverage or which impairs our right to contribution will rescind any coverage afforded by the redefined "insured contract" language.
- c. For the purposes of the **Other Insurance** condition of **Railroad Protective Liability Coverage Form (CG 00 35)** you, the named insured, will be deemed to be the designated contractor.

SECTION V – DEFINITIONS

- A.** At item 12. "Mobile equipment" the wording at f.(1) is deleted and replaced by the following:
- f.(1)** Equipment designed primarily for:
- (a)** Snow removal;
 - (b)** Road maintenance, but not construction or resurfacing; or
 - (c)** Street cleaning;
- except for such vehicles that have a gross vehicle weight less than 1,000 lbs which are not designed for highway use.
- B.** Item 3. "Bodily injury" is deleted and replaced with the following:
- 3.** "Bodily injury" means physical injury, sickness or disease sustained by a person. This includes mental anguish, mental injury, shock, fright or death that results from such physical injury, sickness or disease.
- C.** Item 9. "Insured contract" c. is deleted and replaced with the following:
- c.** Any easement or license agreement;
- D.** Item 9. "Insured Contract" f.(1) is deleted
- E.** The following definitions are added for this endorsement only:
- 23.** "Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tape drives, cells, data processing devices or any other media which are used with electronically controlled equipment.
- 24.** "Product recall" means a withdrawal or removal from the market of "your product" based on the determination by you or any regulatory or governmental agency that:
- a.** The use or consumption of "your product" has caused or will cause actual or alleged "bodily injury" or "property damage"; and
 - b.** Such determination requires you to recover possession or control of "your product" from any distributor, purchaser or user, to repair or replace "your product", but only if "your product" is unfit for use or consumption, or is hazardous as a result of:
 - (1)** An error or omission by an insured in the design, manufacturing, processing, labeling, storage, or transportation of "your product"; or
 - (2)** Actual or alleged intentional, malicious or wrongful alteration or contamination of "your product" by someone other than you.
- 25.** "Product recall expense" means reasonable and necessary expenses for:
- a.** Telephone, radio and television communication and printed advertisements, including stationery, envelopes and postage.
 - b.** Transporting recalled products from any purchaser, distributor or user, to locations designated by you.
 - c.** Remuneration paid to your employees for overtime, as well as remuneration paid to additional employees or independent contractors you hire.
 - d.** Transportation and accommodation expense incurred by your employees.
 - e.** Rental expense incurred for temporary locations used to store recalled products.
 - f.** Expense incurred to properly dispose of recalled products, including packaging that cannot be reused.
 - g.** Transportation expenses incurred to replace recalled products.
 - h.** Repairing, redistributing or replacing covered recalled products with like products or substitutes, not to exceed your original cost of manufacturing, processing, acquisition and/or distribution.
- These expenses must be incurred as a result of a "product recall".
- 26.** "Written Contract" means a written contract or written agreement that requires you to make a person or organization an additional insured on this Coverage Part, provided the contract or agreement:
- a.** Is currently in effect or becoming effective during the term of this policy; and
 - b.** Was executed prior to:
 - (1)** The "bodily injury" or "property damage"; or
 - (2)** The offense that caused the "personal and advertising injury",
 for which the additional insured seeks coverage under this coverage part.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

IOWA GOVERNMENTAL IMMUNITIES ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

BUSINESSOWNERS COVERAGE FORM

BUSINESS AUTO COVERAGE FORM

SCHEDULE

Name of Organization:

CITY OF CEDAR FALLS IA

1. **Nonwaiver of Governmental Immunity.** The insurance carrier expressly agrees and states that the purchase of this policy and the including of the organization shown in the Schedule as an Additional Insured does not waive any of the defenses of governmental immunity available to the organization shown in the Schedule 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 Governmental Immunity.** The organization shown in the Schedule 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 organization shown in the Schedule.
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 organization 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 organization shown in the Schedule.
5. **No Other Change in Policy.** The insurance carrier and the organization shown in the Schedule agree that the above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/21/2019

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).

PRODUCER Holmes Murphy & Assoc - CR 201 First Street SE, Suite 700 Cedar Rapids, IA 52401	1-800-300-0325	CONTACT NAME: Paula Dixon PHONE (A/C, No. Ext): 800-527-9049 FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: XL SPECIALTY INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 37885
INSURED Snyder & Associates, Inc. 2727 Southwest Snyder Blvd P.O. Box 1159 Ankeny, IA 50023			

COVERAGES

CERTIFICATE NUMBER: 55196770

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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <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) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims Made		X	DPR9932456	09/24/18	09/24/19	Per Claim 2,000,000 Aggregate 4,000,000

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

City Project Number SA-002-3182; Oak Park Blvd. Sewer Replacement

A waiver of subrogation applies in favor of certificate holder per requirement of written agreement.

CERTIFICATE HOLDER

City of Cedar Falls City Hall 220 Clay Street Cedar Falls, IA 50613 USA	CANCELLATION 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 <i>Paula Dixon</i>
---	--

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ACORD 25 (2016/03)

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rjustcr
55196770

Exhibit C

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

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.



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
Engineering Division

TO: Honorable Mayor James P. Brown and City Council

FROM: Chase Schrage, Principal Engineer

DATE: February 12, 2019

SUBJECT: Place to Play Playground Project
Project No. PI-185-3156
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 Peters Construction for the construction of the Place to Play Playground Project.

The Department of Community Development recommends approving and executing the contract with Peters Construction for the construction of the Place to Play Playground Project.

This project involves the construction of a play area in Greenhill Park that will provide recreation opportunities for individuals of all ages who have special needs. The plans will include play equipment, safety surfacing, fencing, etc. This project is to be completed in August of 2019.

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

xc: Stephanie Houk Sheetz, Director of Community Development
Mark Ripplinger, Director of Municipal Operations
Brian Heath, Public Works Manager

FORM OF CONTRACT

This Contract entered into in quadruplicate at Cedar Falls, Iowa, this ____ day of _____, 2019, by and between the City of Cedar Falls, Iowa, hereinafter called the Owner, and Peters Construction Corp of Waterloo, Iowa, hereinafter called the Contractor.

WITNESSETH:

The Contractor hereby agrees to furnish all labor, tools, materials and equipment and construct the public improvement consisting of: PLACE TO PLAY PLAYGROUND PROJECT, Project No. PI-185-3156, 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 18th of February, 2019, 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. PI-185-3156 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 quaduplicate on the date first herein written.


Contractor

CITY OF CEDAR FALLS, IOWA

By _____
James P. Brown, Mayor

Attest: _____
Jacqueline Danielsen, CMC
City Clerk

Performance, Payment and Maintenance Bond

SURETY BOND NO. 54224771

KNOW ALL BY THESE PRESENTS:

That we, Peters Construction Corporation, as Principal (hereinafter the "Contractor" or "Principal" and United Fire & Casualty Company as Surety are held and firmly bound unto CITY OF CEDAR FALLS, IOWA, as Oblige (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 Four Hundred Four Thousand Nine Hundred Thirty Eight Dollars & 53/100 (\$ 404,938.53), 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 _____, 2019 (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

Place to Play Playground Project Project No. PI-185-3156

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 therefore 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.

Witness our hands, in triplicate, this _____ day of _____, 2019.

Surety Countersigned By:


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:

Peters Construction Corporation

Contractor

By:

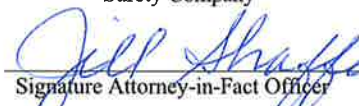

Signature
President
Title

SURETY:

United Fire & Casualty Company

Surety Company

By:


Signature Attorney-in-Fact Officer
Jill Shaffer

Printed Name of Attorney-in-Fact Officer

United Fire & Casualty Company

Company Name

PO Box 73909

Company Address

Cedar Rapids, IA 52407-3909

City, State, Zip Code

319-399-5700

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.



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA
CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company - See Certification)

Inquiries: Surety Department
118 Second Ave SE
Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

GREG T. LA MAIR, NANCY D. BALTUTAT, MARK E. KEAIRNES, PATRICK K. DUFF, JEFFREY R. BAKER, JOSEPH I. SCHMIT, JILL SHAFFER, CHRISTOPHER R. SEIBERLING, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI - Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 10th day of March, 2014



UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richmann*
Vice President

State of Iowa, County of Linn, ss:

On 10th day of March, 2014, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Patti Waddell
Notary Public
My commission expires: 10/26/2019

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations
this _____ day of _____, 20____



By: *Mary A. Bertsch*
Assistant Secretary,
UF&C & UF&I & F

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/06/2019

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).

PRODUCER Brummel Madsen & Associates 318 Main Street P.O. Box 399 Cedar Falls IA 50613	CONTACT NAME: Rhonda Schrage PHONE (A/C, No, Ext): (319) 266-2644 E-MAIL ADDRESS: rhondas@brummelmadsen.com FAX (A/C, No): (319) 277-2429																					
INSURED Peters Construction Corp PO Box 2940 Waterloo IA 50704	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Integrity Mutual Insurance</td><td>14303</td></tr><tr><td>INSURER B:</td><td>The Phoenix Insurance Company</td><td>25623</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Integrity Mutual Insurance	14303	INSURER B:	The Phoenix Insurance Company	25623	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 18-19 all lines**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 checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CPP2624256	08/01/2018	08/01/2019	<table><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td>Contractor E & O</td><td>\$ \$1,000,000</td></tr><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000	Contractor E & O	\$ \$1,000,000	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$
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A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			CUP2624259	08/01/2018	08/01/2019	<table><tr><td>EACH OCCURRENCE</td><td>\$ 10,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 10,000,000</td></tr></table>	EACH OCCURRENCE	\$ 10,000,000	AGGREGATE	\$ 10,000,000																		
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A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N		N/A	WCP2624258	08/01/2018	08/01/2019	<table><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000														
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E.L. DISEASE - POLICY LIMIT	\$ 1,000,000																												
B	Leased Equipment Installation			6602871C309	08/01/2018	08/01/2019	<table><tr><td>Limit</td><td>\$ 200,000</td></tr><tr><td>Limit</td><td>\$1,000,000</td></tr></table>	Limit	\$ 200,000	Limit	\$1,000,000																		
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project PI-185-3156 Place to Play Playground. City of Cedar Falls including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board member employees and volunteers, are included as additional insured on the General Liability policy, CG2010 & CG 2037 and designated Construction Project CG2503 and Governmental Immunities Endorsement including 30 day notice of cancellation applies. Waiver of Subrogation under the Worker Compensation and General Liability. Umbrella follows form

CERTIFICATE HOLDER**CANCELLATION**

City of Cedar Falls
Dept of Community Development
220 Clay St
Cedar Falls IA 56013

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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**FORM OF PROPOSAL
PLACE TO PLAY PLAYGROUND
PROJECT NO. PI-185-3156
CITY OF CEDAR FALLS, IOWA**

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

The undersigned hereby certifies that Peters Construction Corp. 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 PLACE TO PLAY PLAYGROUND 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	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
1	Mobilization	1	LS	\$30,471.48	\$30,471.48
2	Construction Fence Around Perimeter of Site	885	LF	\$3.07	\$2,716.95
3	Erosion Control	885	LF	\$2.98	\$2,637.30
4	Temporary Erosion & Sediment Control	1	LS	\$2,408.70	\$2,408.70
5	Excavation, Class 10	1,790	CY	\$3.36	\$6,014.40
6	Site Grading	1,790	CY	\$1.00	\$1,790.00
7	Hauling of Topsoil	995	CY	\$6.23	\$6,198.85

BID ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
8	Topsoil Spreading	995	CY	\$2.80	\$2,786.00
9	1" Water Service to Sand/Water Feature	105	LF	\$19.56	\$2,053.80
10	2" Electrical Conduit to Shelter	85	LF	\$11.47	\$974.95
11	Storm Sewer Collector, 12" Perf. HDPE	250	LF	\$25.09	\$6,272.50
12	Subdrain Cleanouts	10	EA	\$261.75	\$2,617.50
13	Intake, SW-512 and Grate	1	EA	\$641.76	\$641.76
14	Subdrain, 4" Perf. HDPE	572	LF	\$9.83	\$5,622.76
15	Subdrain Connections	9	EA	\$490.80	\$4,417.20
16	Modified Subbase for Sidewalk	183	TONS	\$26.79	\$4,902.57
17	4" Concrete Sidewalk	4,576	SF	\$4.23	\$19,356.48
18	Ornamental Fence - 6'	594	LF	\$48.99	\$29,100.06
19	Entrance Gate - 4' x 8'	1	LS	\$2,658.25	\$2,658.25
20	Entrance Columns	2	EA	\$4,158.81	\$8,317.62
21	Concrete Curb Around Play Surface	378	LF	\$14.66	\$5,541.48
22	Concrete Base for Type 1 Surfacing	864	SF	\$4.07	\$3,516.48
23	Type 1 Play Surface (Pour-in- Place)	864	SF	\$24.13	\$20,848.32
24	Type 2 Play Surface (Turf) & Gravel Subbase & Safety Padding	10,269	SF	\$17.90	\$183,815.10
25	Play Sand	20	CY	\$42.42	\$848.40
26	Steel Bed Edging	598	LF	\$7.64	\$4,568.72
27	Turfgrass Seeding	30,000	SF	\$0.12	\$3,600.00
28	Boulders (Installation Only)	18	EA	\$141.05	\$2,538.90
29	Playground Equipment (Installation Only)	1	LS	\$37,702	\$37,702
				TOTAL BID	\$404,938.53

BASE BID PROPOSAL: Bidder agrees to perform all of the work described in the proposed Contract Documents and shown on the Drawings for the sum of

Four hundred and four thousand, nine hundred and thirty eight
dollars and fifty three cents Dollar
s

(\$ 404,938.53). Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

ALTERNATE PROPOSAL(S):

Alternate No. 1: If the Owner elects to proceed with Alternate No. 1, DEDUCT the cost of installing all playground equipment as shown on the plans.

Deduct sum of:

Thirty seven thousand, seven hundred and two dollars
Dollar
s

(\$ - 37,702.00).

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 1-28). 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 thirty (30) 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 % of Basis 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.	<u>1</u>	Date	<u>1/24/2019</u>
	<u>2</u>		<u>1/28/2019</u>

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

Peters Construction Corp.

901 Black Hawk Rd

Waterloo, la 50704

Official Address



By

Bradley F. Best

By

President

Title

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, Peters Construction Corporation
as Principal, and United Fire & Casualty Company
as Surety are held and firmly bound unto the City of Cedar Falls, Iowa, as Obligee, hereinafter called "OBLIGEE," in the
penal sum of Ten percent of the bid amount Dollars (\$ 10%) lawful money of the United
States, for the payment of which sum will and truly be made, we bind ourselves, our heirs, executors, administrators, and
successors, jointly and severally, firmly by these presents. Whereas the Principal has submitted the accompanying bid
dated the 29th day of January, 20 19, for
Place to Play Playground Project No. PI-185-3156 Cedar Falls, Iowa.

NOW THEREFORE,

- (a) If said Bid shall be rejected, or in the alternate,
- (b) If said Bid shall be accepted and the Principal shall execute and deliver a contract in the form specified and shall
furnish a bond for the faithful performance of said contract, and for the payment of all persons performing labor
or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by
the acceptance of said Bid,

Then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and
agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this
obligation as herein stated.

By virtue of statutory authority, the full amount of this bid bond shall be forfeited to the Obligee in liquidation of damages
sustained in the event that the Principal fails to execute the contract and provide the bond as provided in the
specifications or by law.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in
no way impaired or affected by any extension of the time within which the Obligee may accept such Bid or execute such
contract; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety, have hereunto set their hands and seals, and such of them as
are corporations, have caused their corporate seals to be hereto affixed and these presents to be signed by their proper
officers this 29th day of January, A.D., 20 19.

Darwin Gillett
Witness

Charles S. [Signature]
Witness

Peters Construction Corporation (Seal)
Principal

By Bradley F. Best (Title)
Bradley F. Best - President
United Fire & Casualty Company (Seal)

Surety
By Jill Shaffer
Jill Shaffer Attorney-in-fact



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA
CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company - See Certification)

Inquiries: Surety Department
118 Second Ave SE
Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

GREG T. LA MAIR, NANCY D. BALTUTAT, MARK E. KEAIRNES, PATRICK K. DUFF, JEFFREY R. BAKER, JOSEPH I. SCHMIT, JILL SHAFFER, CHRISTOPHER R. SEIBERLING, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI - Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 10th day of March, 2014



UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: *Dennis J. Richmann*
Vice President

State of Iowa, County of Linn, ss:

On 10th day of March, 2014, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Patti Waddell
Notary Public
My commission expires: 10/26/2019

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations
this 29th day of January, 2019



By: *Mary A. Bertsch*
Assistant Secretary,
UF&C & UF&I & FPI

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NON-COLLUSION AFFIDAVIT OF PRIME BIDDER
PROJECT NO. PI-185-3156

STATE OF Iowa

COUNTY OF Black Hawk

_____, being first duly sworn, deposes and says that:

(1) We are _____ of _____
(Owner, partner, officer, representative, or agent)


Peters Construction Corp., the Bidder that has submitted the attached bid:

(2) We are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid:

(3) Such bid is genuine and is not a collusive or sham bid:

(4) Neither the said Bidder nor any of its officers, partners, Owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or, to fix any overhead, profit or cost element of the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Cedar Falls, Iowa, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by a collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, Owners, employees or parties in interest, including this affiant.


Signed _____
Bradley F. Best - President
Title _____

Subscribed and sworn to before me

this 29 day of January, 2019

Rachael Brenden

Receptionist
Title

My Commission expires 10-25-19



Bid Status Form

To be completed by all bidders

Please answer "Yes" or "No" for each of the following:

☒ Yes ☐ No

My company is authorized to transact business in Iowa.
(To help you determine if your company is authorized, please review the worksheet on the next page.)

☒ Yes ☐ No

My company has an office to transact business in Iowa.

☒ Yes ☐ No

My company's office in Iowa is suitable for more than receiving mail, telephone calls, and e-mail.

☒ Yes ☐ No

My company has been conducting business in Iowa for at least 3 years prior to the first request for bids on this project.

☒ Yes ☐ No

My company is not a subsidiary of another business entity or my company is a subsidiary of another business entity that would qualify as a resident bidder in Iowa.

If you answered "Yes" for each question above, your company qualifies as a resident bidder. Please complete Parts B and D of this form.

If you answered "No" to one or more questions above, your company is a nonresident bidder. Please complete Parts C and D of this form.

To be completed by resident bidders

My company has maintained offices in Iowa during the past 3 years at the following addresses:

Dates: 01 / 01 / 1994 to 01 / 29 / 2019

Address: 901 Black Hawk Road

Dates: / / to / /

City, State, Zip: Waterloo, IOWA 50701

Dates: / / to / /

You may attach additional sheet(s) if needed.

To be completed by non-resident bidders

1. Name of home state or foreign country reported to the Iowa Secretary of State:

2. Does your company's home state or foreign country offer preferences to resident bidders, resident labor force preferences or any other type of preference to bidders or laborers?

3. If you answered "Yes" to question 2, identify each preference offered by your company's home state or foreign country and the appropriate legal citation.

☐ Yes ☐ No

To be completed by all bidders

I certify that the statements made on this document are true and complete to the best of my knowledge and I know that my failure to provide accurate and truthful information may be a reason to reject my bid.

Firm Name: Peters Construction Corporation

Signature: 

Date: 01/29/2019

You must submit the completed form to the governmental body requesting bids per 875 Iowa Administrative Code Chapter 156. This form has been approved by the Iowa Labor Commissioner.

Worksheet: Authorization to Transact Business

This worksheet may be used to help complete Part A of the Resident Bidder Status form. If at least one of the following describes your business, you are authorized to transact business in Iowa.

☒ Yes ☐ No

My business is currently registered as a contractor with the Iowa Division of Labor.

☐ Yes ☒ No

My business is a sole proprietorship and I am an Iowa resident for Iowa income tax purposes.

☐ Yes ☒ No

My business is a general partnership or joint venture. More than 50 percent of the general partners or joint venture parties are residents of Iowa for Iowa income tax purposes.

☒ Yes ☐ No

My business is an active corporation with the Iowa Secretary of State and has paid all fees required by the Secretary of State, has filed its most recent biennial report, and has not filed articles of dissolution.

☐ Yes ☒ No

My business is a corporation whose articles of incorporation are filed in a state other than Iowa, the corporation has received a certificate of authority from the Iowa secretary of state, has filed its most recent biennial report with the secretary of state, and has neither received a certificate of withdrawal from the secretary of state nor had its authority revoked.

☐ Yes ☒ No

My business is a limited liability partnership which has filed a statement of qualification in this state and the statement has not been canceled.

☐ Yes ☒ No

My business is a limited liability partnership which has filed a statement of qualification in a state other than Iowa, has filed a statement of foreign qualification in Iowa and a statement of cancellation has not been filed.

☐ Yes ☒ No

My business is a limited partnership or limited liability limited partnership which has filed a certificate of limited partnership in this state, and has not filed a statement of termination.

☐ Yes ☒ No

My business is a limited partnership or a limited liability limited partnership whose certificate of limited partnership is filed in a state other than Iowa, the limited partnership or limited liability limited partnership has received notification from the Iowa secretary of state that the application for certificate of authority has been approved and no notice of cancellation has been filed by the limited partnership or the limited liability limited partnership.

☐ Yes ☒ No

My business is a limited liability company whose certificate of organization is filed in Iowa and has not filed a statement of termination.

☐ Yes ☒ No

My business is a limited liability company whose certificate of organization is filed in a state other than Iowa, has received a certificate of authority to transact business in Iowa and the certificate has not been revoked or canceled.



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
Engineering Division

TO: Honorable Mayor James P. Brown and City Council

FROM: Chase Schrage, Principal Engineer

DATE: February 11, 2019

SUBJECT: 2019 Street Construction Project
Project No. RC-000-3153
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 2019 Street Construction Project.

The Department of Community Development recommends approving and executing the contract with Peterson Contractors Inc. for the construction of the 2019 Street Construction Project. This project will reconstruct 2.78 miles of City streets with new P.C.C. pavement and associated watermain, subgrade and drainage work.

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

xc: Stephanie Houk Sheetz, Director of Community Development

FORM OF CONTRACT

This Contract entered into in quadruplicate at Cedar Falls, Iowa, this ____ day of _____, 2019, by and between the City of Cedar Falls, Iowa, hereinafter called the Owner, and Peterson Contractors, Inc. of Reinbeck, Iowa, hereinafter called the Contractor.

WITNESSETH:

The Contractor hereby agrees to furnish all labor, tools, materials and equipment and construct the public improvement consisting of: 2019 STREET CONSTRUCTION PROJECT, Project No. RC-000-3153 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 5th day of February 2019, 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-000-3153 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.

PETERSON CONTRACTORS, INC.



Cordell Q. Peterson, President
104 Blackhawk Street, P.O. Box A
Reinbeck, Iowa 50669

CITY OF CEDAR FALLS, IOWA

By _____
James P. Brown, Mayor

Attest: _____
Jacqueline Daniels, MMC
City Clerk

Performance, Payment and Maintenance Bond

SURETY BOND NO. 106980823

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 Four million seven hundred eleven thousand four hundred seventy-five dollars and fourteen cents (\$4,711,475.14), 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 18th day of February, 2018, hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

2019 Street Construction Project Paving/ Subdrainage Project RC-000-3153

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.

Witness our hands, in triplicate, this _____ day of _____, 2019.

Surety Countersigned By:

PRINCIPAL:

Not Required

Signature of Agent

Peterson Contractors, Inc.

Contractor

By:



Signature
president

Title

Printed Name of Agent

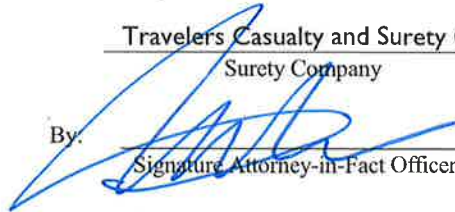
SURETY:

Company Name

Travelers Casualty and Surety Company of America

Surety Company

By:



Signature Attorney-in-Fact Officer & IA Resident Agent

Anne Crowner

Printed Name of Attorney-in-Fact Officer & IA Resident Agent

Company Address

City, State, Zip Code

Company Telephone Number

Holmes, Murphy and Associates, LLC

Company Name

P.O. Box 9207

Company Address

FORM APPROVED BY:

Des Moines, IA 50306-9207

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.



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In-Fact No. **231471**

Surety Bond No. or Project Description:

Principal: **Peterson Contractors, Inc.**

106980823

Obligee: **City of Cedar Falls**

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc. is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Craig E. Hansen, Jay D. Freiermuth, Brian M. Deimerly, Cindy Bennett, Anne Crowner, Tim McCulloh, Stacy Venn, Shirley S. Bartenhagen, and Dione R. Young** of the City of **West Des Moines** State of **Iowa**, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, 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 **24th** day of **October, 2016**.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut

City of Hartford ss.

By:


Robert L. Raney, Senior Vice President

On this the **24th** day of **October, 2016**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty 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 the corporations 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**.




Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty 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 Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty 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 is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this _____ day of _____, 2001.

Kevin E. Hughes

Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.



PETECON-02

DSHIRE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/6/2019

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).

PRODUCER LSB Financial Services 242 Tower Park Dr. Waterloo, IA 50701	CONTACT NAME:		
	PHONE (A/C, No, Ext): (319) 874-4242	FAX (A/C, No):	
	E-MAIL ADDRESS: info@mylsb.com		
INSURED Peterson Contractors, Inc. PO Box A/104 Blackhawk St Reinbeck, IA 50669	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : The Hartford		
	INSURER B : Berkshire Hathaway Specialty Insurance Company		
	INSURER C : Zurich American Ins Co		16535
	INSURER D :		
	INSURER E :		
INSURER F :			

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 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 <input checked="" type="checkbox"/> Bltkt Contractual <input checked="" type="checkbox"/> XCU Coverage GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	X	41CSEQU2151	7/1/2018	7/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 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"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			41CSEQU2152	7/1/2018	7/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			47XSF1005414-03	7/1/2018	7/1/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	41WNQU2150	7/1/2018	7/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Equipment Floater			CPP926706406	7/1/2018	7/1/2019	Leased/Rented Equipm \$ 5,000,000
C	Cargo			CPP926706406	7/1/2018	7/1/2019	\$ 1,000,000

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

RE: J8040 2019 Street Construction Project

City of Cedar Falls as Additional Insured per written contract. Waiver of Subrogation applies in favor of the City of Cedar Falls. Governmental Immunities Endorsement attached.

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

Daniel Shires



AGENCY CUSTOMER ID: PETECON-02

DSHIRES

LOC #: 0

ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY LSB Financial Services		NAMED INSURED Peterson Contractors, Inc. PO Box A/104 Blackhawk St Reinbeck, IA 50669	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Additional Named Insured
Reinbeck Motor Inc.



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

Name of Person or Organization:

APPLIES WHERE CG2010 1001 IS REQUIRED BY WRITTEN CONTRACT OR AGREEMENT

(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.



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

Name of Person or Organization:

APPLIES WHERE CG2037 1001 IS REQUIRED BY WRITTEN CONTRACT OR AGREEMENT

Location And Description of Completed Operations:

ALL

(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".

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.



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.

**FORM OF PROPOSAL
2019 STREET CONSTRUCTION PROJECT
PROJECT NO. RC-000-3153
CITY OF CEDAR FALLS, IOWA**

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

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 2019 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.	22169.5	SEE ATTACHED	
2	Removal of A.C.C. Surfacing	S.Y.	22047.0		
3	Removal A.C.C. Surfacing (Milling)	S.Y.	7243.0		
4	Removal Sealcoat Surfacing (Milling)	S.Y.	520.8		
5	Removal of P.C.C./A.C.C. Surface (Taper Milling)	S.Y.	1808.6		
6	Removal of Curb	L.F.	616.2		
7	Removal of Driveway	S.Y.	2110.5		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
8	Removal of Sidewalk	S.Y.	1102.2	SEE ATTACHED	
9	Removals as per plan	UNITS	127.75		
10	Saw Cutting for Removals	L.F.	2027.0		
11	Excavation, Class 10, Roadway Waste	C.Y.	8653.0		
12	Excavation, Class 10, Unstable Material	C.Y.	860.3		
13	Excavation, Class 12, Boulders	C.Y.	30.0		
14	Pavement, Stand. Or Slip-Form, P.C.C., 7 In., Class "C"	S.Y.	5472.7		
15	Pavement, Stand. Or Slip-Form, P.C.C., 8 In., Class "C"	S.Y.	10235.8		
16	HMA, (ST), Surf., 1/2", PG58-28S	TON	1947.9		
17	HMA, (ST), Base, 3/4", PG58-28S	TON	2919.6		
18	HMA, (HT), Surface, 1/2", PG58-28H	TON	1743.0		
19	HMA, (HT), Intermediate, 1/2", PG58-28H	TON	1743.0		
20	Curb, P.C.C., 7 In. 2.5 Ft. Width, Type "C" Class III	L.F.	4063.0		
21	Curb, P.C.C., 7 In. 3.5 Ft. Width, Type "C", Class III	L.F.	446.0		
22	Curb, P.C.C., 8 in. 2.0 Ft. Width, Type "C", Class III	L.F.	170.2		
23	Compaction of Subgrade	Sta.	65.1		
24	Geogrid	S.Y.	25176.5		
25	Modified Subbase, 12 in.	S.Y.	25176.5		
26	Surfacing, 1 inch Roadstone	TONS	105.0		
27	Topsoil, Furnish & Spread	C.Y.	1613.0		
28	Sod, Provide and Place	S.F.	83770.0		
29	Hydraulic Seeding	S.F.	3000.0		
30	Watering Sod	M-GAL	30.0		
31	Driveway, P.C.C., 6 In., Class "C"	S.Y.	2110.5		
32	Sidewalk, P.C.C., 4 In., Class "C"	S.Y.	831.6		
33	Sidewalk, P.C.C., 6 In., Class "C"	S.Y.	293.1		
34	Pedestrian Ramps, Detectable Warning	S.F.	324.0		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
35	Patch, P.C.C., Full Depth, "M" Mix	S.Y.	5.0	SEE ATTACHED	
36	Patch, HMA (ST) Surf., 1/2", PG58-28S	TONS	20.0		
37	Intake, SW-507	EACH	1.0		
38	Intake, SW-509	EACH	2.0		
39	Intake, SW-510	EACH	5.0		
40	Intake, Type B	EACH	4.0		
41	Intake, Type D	EACH	24.0		
42	Intake, SW-402 7' X 7' ID.	EACH	1.0		
43	Intake, RA-3 Top and Insert	EACH	2.0		
44	Intake, RA-5 Top and Insert	EACH	1.0		
45	Intake, RA-6 Top and Insert	EACH	1.0		
46	Intake, SW-502, 60" DIA. Top	EACH	2.0		
47	Intake, RA-3 Top	EACH	2.0		
48	Intake, RA-5 Top	EACH	2.0		
49	Intake, RA-3 Insert	EACH	5.0		
50	Intake, RA-5 Insert	EACH	1.0		
51	Intake, RA-6 Insert	EACH	1.0		
52	Intake, Type B Insert	EACH	3.0		
53	Intake, Type D Insert	EACH	1.0		
54	Manhole Adjustment Minor	EACH	15.0		
55	Manhole, Storm Sewer, SW-401	EACH	2.0		
56	Manhole, Sanitary Sewer, SW-301	EACH	12.0		
57	Sewer, Storm, 15 In. Plastic Perforated	L.F.	1817.0		
58	Sewer, Storm, 15 In. R.C.P. 2000D	L.F.	273.0		
59	Sewer, Storm, 18 In. Plastic Perforated	L.F.	1038.0		
60	Sewer, Storm, 18 In. R.C.P. 2000D	L.F.	189.0		
61	Sewer, Storm, 24 In. Plastic Perforated	L.F.	430.0		
62	Sewer, Storm, 24 In. R.C.P. 2000D	L.F.	28.0		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
63	Sewer, Storm, 30 In. Plastic Perforated	L.F.	743.0	SEE ATTACHED	
64	Sewer, Storm, 36 In. Plastic Perforated	L.F.	308.0		
65	Sewer, Storm, 48 In. R.C.P. 2000D	L.F.	20.0		
66	Sewer, Storm, 54 In. R.C.P. 2000D	L.F.	24.0		
67	Apron, Concrete 54" (Type 2)	EACH	1.0		
68	Revetment Stone, Class "E"	TONS	430.0		
69	Granular Shouldering, Type A	TONS	194.0		
70	Clearing and Grubbing	L.S.	1.0		
71	Special Pipe Connections, SW-211	EACH	1.0		
72	Granular Backfill	TONS	600.0		
73	Subdrain, Perforated, 6 In.	L.F.	8513.0		
74	Subdrain, Outlet, 6 IN.. C.M.P.	EACH	34.0		
75	Subdrain Sump Pump Tap	EACH	111.0		
76	Field Tile, 4 In. to 8 In., Field Repair	L.F.	60.0		
77	Mailboxes, Relocate & Reinstall (Per Post)	EACH	13.0		
78	Traffic Control	L.S.	1.0		
79	Flaggers	DAYS	5.0		
80	Valve Adjustment	EACH	5.0		
81	Sprinkler Heads, Remove & Plug	EACH	5.0		
82	Pavement Markings, Painted	STA.	113.8		
83	Pavement Markings, Painted Symbols	EACH	7.0		
84	Intake Well, Sediment Filter	EACH	43.0		
85	Intake, Sediment Filter	L.F.	720.0		
86	Cleaning of Sediment Filter Basins	EACH	43.0		
87	Sign Post, Square Tubing 14 Gauge 2" Galvanized	L.F.	165.0		
88	Receiver, Sign Post, Square Tubing 12 Gauge 2-1/4" Galvanized	EACH	15.0		
89	Type A Signs, Aluminum	S.F.	81.0		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
90	Street Sweeping	HRS.	28.0	SEE ATTACHED	
91	Base Cleaning and Preparation	S.Y.	43170.3		
92	Saw and Seal Joints	L.F.	22420.0		
93	Sewer, Sanitary, 8" Truss Pipe	L.F.	464.0		
94	Sewer, Sanitary, 12" Truss Pipe	L.F.	1362.0		
95	Sewer Services Sanitary, 4" SDR 23.5	L.F.	1080.0		
96	Pipe, 4" SJ Dip (Polyethylene Wrapped)	L.F.	80.0		
97	Pipe, 6" SJ Dip (Polyethylene Wrapped)	L.F.	995.0		
98	Pipe, 8" SJ Dip (Polyethylene Wrapped)	L.F.	2905.0		
99	Bend, 4 In. MJ 90 Degrees	EACH	6.0		
100	Bend, 6 In. MJ 90 Degrees	EACH	6.0		
101	Bend, 8 In. MJ 90 Degrees	EACH	4.0		
102	Tee, 8 In. x 6 In. MJ	EACH	1.0		
103	Tee, 8 In. x 8 In. MJ	EACH	1.0		
104	Tee, 6 In. x 6 In. MJ x SW	EACH	2.0		
105	Tee, 8 In. x 6 In. MJ x SW	EACH	8.0		
106	Cross, 6 In. x 6 In. MJ x MJ	EACH	1.0		
107	Cross, 8 In. x 8 In. MJ x MJ	EACH	1.0		
108	Reducer, 6 In. x 4 In. MJ x PE	EACH	2.0		
109	Reducer, 8 In. x 4 In. MJ x PE	EACH	2.0		
110	Reducer, 8 In. x 6 In. MJ x PE	EACH	3.0		
111	Sleeve, 4 In. x 12 In. Solid	EACH	4.0		
112	Sleeve, 6 In. x 12 In. Solid	EACH	4.0		
113	Sleeve, 8 In. x 12 In. Solid	EACH	2.0		
114	Valve, 6" MJ Gate w/ Box	EACH	4.0		
115	Valve, 8" MJ Gate w/ Box	EACH	9.0		
116	Tapping in Valve & Sleeve, 8 In. x 8 In. w/ Box	EACH	1.0		
117	Cap, 4 In. MJ	EACH	9.0		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
118	Cap, 6 In. MJ	EACH	7.0	SEE ATTACHED	
119	Cap, 8 In. MJ	EACH	4.0		
120	Hydrant Assembly	EACH	10.0		
121	Remove Hydrant Assembly	EACH	5.0		
122	Mechanical Joint Restraint, 4 In.	EACH	17.0		
123	Mechanical Joint Restraint, 6 In.	EACH	33.0		
124	Mechanical Joint Restraint, 8 In.	EACH	43.0		
125	Joint Restraint Gasket, 4 In.	EACH	2.0		
126	Joint Restraint Gasket, 6 In.	EACH	13.0		
127	Joint Restraint Gasket, 8 In.	EACH	31.0		
128	Service Shortside, ¾"	EACH	32.0		
129	Service Shortside, 1"	EACH	3.0		
130	Service Shortside, 1.25"	EACH	1.0		
131	Service Shortside, 1.5"	EACH	2.0		
132	Service Longside, ¾"	EACH	31.0		
133	6 In. Nitril Gaskets	EACH	1.0		
134	8 In. Nitril Gaskets	EACH	15.0		
135	Casting/ Chimney Repacement PCC Manholes in Pavement	EACH	15.0		
				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 1-135). 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.

PETERSON CONTRACTORS, INC.

104 Blackhawk Street

P.O. Box A

Reinbeck, Iowa 50669

Phone: 319-345-2713

www.petersoncontractors.com

Fax: 319-345-2991

QUOTE

PROPOSAL FOR: **2019 Street Construction Project- Cedar Falls**

THE FOLLOWING ITEMS AND PRICES ARE QUOTED:

ITEM #	DESCRIPTION	UNIT TYPE	QUANTITY	UNIT PRICE	TOTAL AMOUNT
1	REMOVAL OF PAVEMENT	SY	22,169.500	4.75	105,305.13
2	REMOVAL OF ACC SURFACING	SY	22,047.000	3.65	80,471.55
3	REMOVAL ACC SURFACING (MILLING)	SY	7,243.000	5.10	36,939.30
4	REMOVAL SEALCOAT SURFACING (MIL)	SY	520.800	9.05	4,713.24
5	REMOVAL OF PCC/ACC SURFACE (TAP)	SY	1,808.600	35.35	63,934.01
6	REMOVAL OF CURB	LF	616.200	10.00	6,162.00
7	REMOVAL OF DRIVEWAY	SY	2,110.500	4.50	9,497.25
8	REMOVAL OF SIDEWALK	SY	1,102.200	8.00	8,817.60
9	REMOVALS AS PER PLAN	UNITS	127.750	500.00	63,875.00
10	SAW CUTTING FOR REMOVALS	LF	2,027.000	5.50	11,148.50
11	EXCAVATION CLASS 10 ROADWAY WAS	CY	8,653.000	10.50	90,856.50
12	EXCAVATION CLASS 10 UNSTABLE MA	CY	860.300	10.50	9,033.15
13	EXCAVATION CLASS 12 BOULDERS	CY	30.000	30.00	900.00
14	PAVEMENT STAND OR SLIP-FORM PCC	SY	5,472.700	41.50	227,117.05
15	PAVEMENT STAND OR SLIP-FORM PCC	SY	10,235.800	43.50	445,257.30
16	HMA (ST) SURF 1/2" PG58-28S	TN	1,947.900	110.40	215,048.16
17	HMA (ST) BASE 3/4" PG58-28H	TN	2,919.600	107.00	312,397.20
18	HMA SURFACE 1/2" PG58-28H	TN	1,743.000	113.45	197,743.35
19	HMA (HT) INTERMEDIATE 1/2" PG58-	TN	1,743.000	113.45	197,743.35
20	CURB PCC 7" 2'5" FT WIDTH TYPE	LF	4,063.000	19.75	80,244.25
21	CURB PCC 7" 3'5" FT WIDTH TYPE "	LF	446.000	27.00	12,042.00
22	CURB PCC 8" 2' WIDTH TYPE "C" C	LF	170.200	29.50	5,020.90
23	COMPACTION OF SUBGRADE	STA	65.100	250.00	16,275.00
24	GEOGRID	SY	25,176.500	3.25	81,823.63
25	MODIFIED SUBBASE 12"	SY	25,176.500	12.50	314,706.25
26	SURFACING 1" ROADSTONE	TN	105.000	28.50	2,992.50
27	TOPSOIL FURNISH AND SPREAD	CY	1,613.000	22.00	35,486.00
28	SOD PROVIDE AND PLACE	SF	83,770.000	.62	51,937.40
29	HYDRAULIC SEEDING	SF	3,000.000	.60	1,800.00
30	WATERING SOD	M-GAL	30.000	175.00	5,250.00
31	DRIVEWAY PCC 6" CLASS C	SY	2,110.500	42.00	88,641.00
32	SIDEWALK PCC 4" CLASS C	SY	831.600	41.00	34,095.60
33	SIDEWALK PCC 6" CLASS C	SY	293.100	43.00	12,603.30
34	PEDESTRIAN RAMPS DETECTABLE WAR	SF	324.000	35.00	11,340.00
35	PATCH PCC FULL DEPTH "M" MIX	SY	5.000	275.00	1,375.00
36	PATCH HMA (ST) SURF 1/2" PG58-2	TN	20.000	150.00	3,000.00
37	INTAKE SW-507	EACH	1.000	5,500.00	5,500.00
38	INTAKE SW-509	EACH	2.000	5,000.00	10,000.00
39	INTAKE SW-510	EACH	5.000	7,800.00	39,000.00
40	INTAKE TYPE B	EACH	4.000	4,000.00	16,000.00
41	INTAKE TYPE D	EACH	24.000	5,000.00	120,000.00
42	INTAKE SW-402 7' X 7' ID	EACH	1.000	23,000.00	23,000.00
43	INTAKE RA-3 TOP AND INSERT	EACH	2.000	1,500.00	3,000.00
44	INTAKE RA-5 TOP AND INSERT	EACH	1.000	1,600.00	1,600.00

PCI QUOTE ON 2019 Street Construction Project- Cedar Falls - Continued

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>UNIT TYPE</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL AMOUNT</u>
45	INTAKE RA-6 TOP AND INSERT	EACH	1.000	2,500.00	2,500.00
46	INTAKE SW-502 60" DIA TOP	EACH	2.000	5,000.00	10,000.00
47	INTAKE RA-3 TOP	EACH	2.000	1,300.00	2,600.00
48	INTAKE RA-5 TOP	EACH	2.000	1,400.00	2,800.00
49	INTAKE RA-3 INSERT	EACH	5.000	1,100.00	5,500.00
50	INTAKE RA-5 INSERT	EACH	1.000	1,100.00	1,100.00
51	INTAKE RA-6 INSERT	EACH	1.000	1,100.00	1,100.00
52	INTAKE TYPE B INSERT	EACH	3.000	1,300.00	3,900.00
53	INTAKE TYPE D INSERT	EACH	1.000	2,200.00	2,200.00
54	MANHOLE ADJUSTMENT MINOR	EACH	15.000	1,000.00	15,000.00
55	MANHOLE STORM SEWER SW-401	EACH	2.000	4,000.00	8,000.00
56	MANHOLE SANITARY SEWER SW-301	EACH	12.000	5,500.00	66,000.00
57	SEWER STORM 15" PLASTIC PERFORA	LF	1,817.000	53.00	96,301.00
58	SEWER STORM 15" RCP 2000 D	LF	273.000	55.00	15,015.00
59	SEWER STORM 18" PLASTIC PERFORA	LF	1,038.000	58.00	60,204.00
60	SEWER STORM 18" RCP 2000D	LF	189.000	58.00	10,962.00
61	SEWER STORM 24" PLASTIC PERFORA	LF	430.000	67.00	28,810.00
62	SEWER STORM 24" RCP 2000D	LF	28.000	98.00	2,744.00
63	SEWER STORM 30" PLASTIC PERFORA	LF	743.000	88.00	65,384.00
64	SEWER STORM 36" PLASTIC PERFORA	LF	308.000	95.00	29,260.00
65	SEWER STORM 48" RCP 2000D	LF	20.000	170.00	3,400.00
66	SEWER STORM 54" RCP 2000D	LF	24.000	198.00	4,752.00
67	APRON CONCRETE 54" (TYPE 2)	EACH	1.000	7,500.00	7,500.00
68	REVTMENT STONE CLASS E	TN	430.000	50.00	21,500.00
69	GRANULAR SHOULDERING TYPE A	TN	194.000	32.00	6,208.00
70	CLEARING AND GRUBBING	LS	1.000	10,000.00	10,000.00
71	SPECIAL PIPE CONNECTIONS SW-211	EACH	1.000	500.00	500.00
72	GRANULAR BACKFILL	TN	600.000	25.00	15,000.00
73	SUBDRAIN PERFORATED 6"	LF	8,513.000	10.75	91,514.75
74	SUBDRAIN OUTLET 6" CMP	EACH	34.000	300.00	10,200.00
75	SUBDRAIN SUMP PUMP TAP	EACH	111.000	275.00	30,525.00
76	FIELD TILE 4" TO 8" FIELD REPAI	LF	60.000	17.50	1,050.00
77	MAILBOXES RELOCATE AND REINSTAL	EACH	13.000	400.00	5,200.00
78	TRAFFIC CONTROL	LS	1.000	104,000.00	104,000.00
79	FLAGGERS	DAYS	5.000	1,000.00	5,000.00
80	VALVE ADJUSTMENT	EACH	5.000	175.00	875.00
81	SPRINKLER HEADS REMOVE AND PLUG	EACH	5.000	100.00	500.00
82	PAVEMENT MARKINGS PAINTED	STA	113.800	37.00	4,210.60
83	PAVEMENT MARKINGS PAINTED SYMBO	EACH	7.000	60.00	420.00
84	INTAKE WELL SEDIMENT FILTER	EACH	43.000	250.00	10,750.00
85	INTAKE SEDIMENT FILTER	LF	720.000	6.00	4,320.00
86	CLEANING OF SEDIMENT FILTER BAS	EACH	43.000	150.00	6,450.00
87	SIGN POST SQUARE TUBING 14 GAUG	LF	165.000	10.00	1,650.00
88	RECEIVER SIGN POST SQUARE TUBIN	EACH	15.000	40.00	600.00
89	TYPE A SINGS ALUMINUM	SF	81.000	22.00	1,782.00
90	STREET SWEEPING	HRS	28.000	150.00	4,200.00
91	BASE AND CLEANING AND PREPERATI	SY	43,170.300	1.10	47,487.33
92	SAW AND SEAL JOINTS	LF	22,420.000	6.25	140,125.00
93	SEWER SANITARY 8" TRUSS PIPE	LF	464.000	56.00	25,984.00
94	SEWER SANITARY 12" TRUSS PIPE	LF	1,362.000	62.00	84,444.00
95	SEWER SERVICES SANITARY 4" SDR	LF	1,080.000	65.00	70,200.00
96	PIPE 4" SJ DIP (POLYETHYLENE WR	LF	80.000	55.00	4,400.00

PCI QUOTE ON 2019 Street Construction Project- Cedar Falls - Continued

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>UNIT TYPE</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL AMOUNT</u>
97	PIPE 6" SJ DIPE (POLYETHYLENE W	LF	995.000	50.00	49,750.00
98	PIPE 8" SJ DIP (POLYETHYLENE WR	LF	2,905.000	56.00	162,680.00
99	BEND 4" MJ 90 DEGREES	EACH	6.000	250.00	1,500.00
100	BEND 6" MJ 90 DEGREES	EACH	6.000	300.00	1,800.00
101	BEND 8" MJ 90 DEGREES	EACH	4.000	350.00	1,400.00
102	TEE 8" X 6" MJ	EACH	1.000	450.00	450.00
103	TEE 8" X 8" MJ	EACH	1.000	500.00	500.00
104	TEE 6" X 6" MJXSW	EACH	2.000	550.00	1,100.00
105	TEE 8" X 6" MJXSW	EACH	8.000	425.00	3,400.00
106	CROSS 6" X 6" MJXMJ	EACH	1.000	475.00	475.00
107	CROSS 8" X 8" MJXMJ	EACH	1.000	525.00	525.00
108	REDUCER 6" X 4" MJXPE	EACH	2.000	350.00	700.00
109	REDUCER 8" X 4" MJXPE	EACH	2.000	400.00	800.00
110	REDUCER 8" X 6" MJXPE	EACH	3.000	400.00	1,200.00
111	SLEEVE 4" X 12" SOLID	EACH	4.000	300.00	1,200.00
112	SLEEVE 6" X 12" SOLID	EACH	4.000	325.00	1,300.00
113	SLEEVE 8" X 12" SOLID	EACH	2.000	400.00	800.00
114	VALVE 6" MJ GATE W/ BOX	EACH	4.000	1,850.00	7,400.00
115	VALVE 8" MJ GATE W/BOX	EACH	9.000	2,100.00	18,900.00
116	TAPPING IN VALVE AND SLEEVE 8"	EACH	1.000	3,500.00	3,500.00
117	CAP 4" MJ	EACH	9.000	150.00	1,350.00
118	CAP 6" MJ	EACH	7.000	175.00	1,225.00
119	CAP 8" MJ	EACH	4.000	200.00	800.00
120	HYDRANT ASSEMBLY	EACH	10.000	5,000.00	50,000.00
121	REMOVE HYDRANT ASSEMBLY	EACH	5.000	1,250.00	6,250.00
122	MECHANICAL JOINT RESTRAINT 4"	EACH	17.000	125.00	2,125.00
123	MECHANICAL JOINT RESTRAINT 6"	EACH	33.000	150.00	4,950.00
124	MECHANICAL JOINT RESTRAINT 8"	EACH	43.000	200.00	8,600.00
125	JOINT RESTRAINT GASKET 4"	EACH	2.000	175.00	350.00
126	JOINT RESTRAINT GASKET 6"	EACH	13.000	200.00	2,600.00
127	JOINT RESTRAINT GASKET 8"	EACH	31.000	250.00	7,750.00
128	SERVICE SHORTSIDE 3/4"	EACH	32.000	1,500.00	48,000.00
129	SERVICE SHORTSIDE 1"	EACH	3.000	1,600.00	4,800.00
130	SERVICE SHORTSIDE 1(25)"	EACH	1.000	1,750.00	1,750.00
131	SERVICE SHORTSIDE 1(5)"	EACH	2.000	2,000.00	4,000.00
132	SERVICE LONGSIDE 3/4"	EACH	31.000	1,850.00	57,350.00
133	6" NITRIL GASKETS	EACH	1.000	125.00	125.00
134	8" NITRIL GASKETS	EACH	15.000	150.00	2,250.00
135	CASTING/ CHIMENY REPLACEMENT PC	EACH	15.000	2,000.00	30,000.00

TOTAL QUOTED AMOUNT:

\$ 4,711,475.14

PETERSON CONTRACTORS, INC.

Mark Ballin 1/29/2019

January 29, 2019

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 thirty (30) 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. NONE 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.A., Section 1001.

Name of bidder	<u>PETERSON CONTRACTORS INC.</u>	<u></u>
	<u>104 BLACKHAWK ST.</u>	By <u>ESTIMATOR / PM</u>
Official Address	<u>REINBECK, IA</u>	Title <u> </u>
	<u>506669</u>	

Bidder Status Form

To be completed by all bidders

Part A

Please answer "Yes" or "No" for each of the following:

- ☒ Yes ☐ No My company is authorized to transact business in Iowa.
(To help you determine if your company is authorized, please review the worksheet on the next page).
- ☒ Yes ☐ No My company has an office to transact business in Iowa.
- ☒ Yes ☐ No My company's office in Iowa is suitable for more than receiving mail, telephone calls, and e-mail.
- ☒ Yes ☐ No My company has been conducting business in Iowa for at least 3 years prior to the first request for bids on this project.
- ☒ Yes ☐ No My company is not a subsidiary of another business entity or my company is a subsidiary of another business entity that would qualify as a resident bidder in Iowa.

If you answered "Yes" for each question above, your company qualifies as a resident bidder. Please complete Parts B and D of this form.

If you answered "No" to one or more questions above, your company is a nonresident bidder. Please complete Parts C and D of this form.

To be completed by resident bidders

Part B

My company has maintained offices in Iowa during the past 3 years at the following addresses:

Dates: 12 / 22 / 1965 to Current Address: 104 Blackhawk St
City, State, Zip: Reinbeck IA 50669

Dates: / / to / / Address:
City, State, Zip:

Dates: / / to / / Address:
City, State, Zip:

You may attach additional sheet(s) if needed.

To be completed by non-resident bidders

Part C

1. Name of home state or foreign country reported to the Iowa Secretary of State:

2. Does your company's home state or foreign country offer preferences to bidders who are residents? ☐ Yes ☐ No

3. If you answered "Yes" to question 2, identify each preference offered by your company's home state or foreign country and the appropriate legal citation.

You may attach additional sheet(s) if needed.

To be completed by all bidders

Part D

I certify that the statements made on this document are true and complete to the best of my knowledge and I know that my failure to provide accurate and truthful information may be a reason to reject my bid.

Firm Name: Peterson Contractors Inc

Signature: [Signature]

Date: 11-24-14

You must submit the completed form to the governmental body requesting bids
per 875 Iowa Administrative Code Chapter 156.

This form has been approved by the Iowa Labor Commissioner.

309-6001 02-14

Worksheet: Authorization to Transact Business

This worksheet may be used to help complete Part A of the Resident Bidder Status form. If at least one of the following describes your business, you are authorized to transact business in Iowa.

- ☒ Yes ☐ No My business is currently registered as a contractor with the Iowa Division of Labor.
- ☐ Yes ☒ No My business is a sole proprietorship and I am an Iowa resident for Iowa income tax purposes.
- ☐ Yes ☒ No My business is a general partnership or joint venture. More than 50 percent of the general partners or joint venture parties are residents of Iowa for Iowa income tax purposes.
- ☒ Yes ☐ No My business is an active corporation with the Iowa Secretary of State and has paid all fees required by the Secretary of State, has filed its most recent biennial report, and has not filed articles of dissolution.
- ☐ Yes ☒ No My business is a corporation whose articles of incorporation are filed in a state other than Iowa, the corporation has received a certificate of authority from the Iowa secretary of state, has filed its most recent biennial report with the secretary of state, and has neither received a certificate of withdrawal from the secretary of state nor had its authority revoked.
- ☐ Yes ☒ No My business is a limited liability partnership which has filed a statement of qualification in this state and the statement has not been canceled.
- ☐ Yes ☒ No My business is a limited liability partnership which has filed a statement of qualification in a state other than Iowa, has filed a statement of foreign qualification in Iowa and a statement of cancellation has not been filed.
- ☐ Yes ☒ No My business is a limited partnership or limited liability limited partnership which has filed a certificate of limited partnership in this state, and has not filed a statement of termination.
- ☐ Yes ☒ No My business is a limited partnership or a limited liability limited partnership whose certificate of limited partnership is filed in a state other than Iowa, the limited partnership or limited liability limited partnership has received notification from the Iowa secretary of state that the application for certificate of authority has been approved and no notice of cancellation has been filed by the limited partnership or the limited liability limited partnership.
- ☐ Yes ☒ No My business is a limited liability company whose certificate of organization is filed in Iowa and has not filed a statement of termination.
- ☐ Yes ☒ No My business is a limited liability company whose certificate of organization is filed in a state other than Iowa, has received a certificate of authority to transact business in Iowa and the certificate has not been revoked or canceled.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER
PROJECT NO. RC-000-3153

STATE OF Iowa SS

COUNTY OF GRUNDY

MATT BOHLEN, being first duly sworn, deposes and says that:
(1) We are REPRESENTATIVE of PCI
(Owner, partner, officer representative, or agent)

_____, the Bidder that has submitted the attached bid:

(2) We are fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid:

(3) Such bid is genuine and is not a collusive or sham bid:

(4) Neither the said Bidder nor any of its officers, partners, Owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or, to fix any overhead, profit or cost element of the bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Cedar Falls, Iowa, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by a collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, Owners, employees or parties in interest, including this affiant.

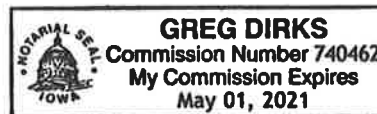
Matt Bohlen
Signed _____
ESTIMATOR / PM
Title _____

Subscribed and sworn to before me

this 29th day of January, 2019

Greg Dirks
Assistant Secretary
Title _____

My Commission expires 5-1-2021





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 *Engineering Division*

TO: Honorable Mayor James P. Brown and City Council

FROM: Chase Schrage, Principal Engineer

DATE: February 12, 2019

SUBJECT: Professional Services Agreement, Snyder & Associates, Inc.
2019 Engineering Services
Supplemental Agreement No. 3
2019 Bridge Maintenance Project
City Project No. BR-000-3183

Please find attached Supplemental Agreement No. 3 to the Professional Services Agreement between the City of Cedar Falls and Snyder & Associates, Inc. for 2019 Engineering Services. This supplemental agreement will analyze the Bridge Inspection Report that was performed in 2018 by Foth Infrastructure & Environmental. The bridge inspection report showed areas requiring maintenance and repair by the City to bring all structures into conformance with current standards. The agreement will provide design services for the repair of approximately 9 structures.

The City of Cedar Falls entered into a Professional Services Agreement with Snyder & Associates, Inc. for the 2019 Engineering Services on December 3, 2018. Funding for the Supplemental Agreement #3 will be provided by the Street Construction Fund in the amount of \$52,370.00. This project is included in the City of Cedar Falls' Capital Improvements Program(#26).

The Department of Community Development requests your consideration and approval of this Supplemental Agreement No. 3 with Snyder & Associates, Inc. for the 2019 Bridge Maintenance Project.

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

xc: Stephanie Houk Sheetz, Director of Community Development



DEPARTMENT OF COMMUNITY DEVELOPMENT

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

*Administration Division ♦ Community Services Division ♦ Planning Division
Phone: 319-273-8606 Fax: 319-273-8610*

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

SUPPLEMENTAL AGREEMENT NO. 3

**2019 Engineering Services
2019 Bridge Maintenance Project
Cedar Falls, Iowa
City Project Number BR – 000 – 3183**

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 December 3, 2018 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 items required as a part of the 2019 Engineering Services,

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

I. SCOPE OF SERVICES

See attached Exhibit A-Scope of Services and Exhibit B-Schedule

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 Fifty-Two Thousand Three-Hundred Seventy-Four Dollars (\$52,370.00). 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 December 3, 2018.

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: January 28, 2018

Exhibit A

Scope of Services

2019 Bridge Maintenance Project Cedar Falls, Iowa City Project Number BR-000-3183

The work to be performed by the CONSULTANT under this agreement shall encompass and include detailed work, services, materials, equipment and supplies necessary to complete the plans and specifications for maintenance work on various bridges in Cedar Falls, Iowa.

The project involves maintenance work on the following bridges in the City of Cedar Falls:

- Waterloo Rd. over Dry Run Creek
- E. 18th St. over Dry Run Creek
- Union Rd. over CC RR
- Hudson Rd. over SW Branch Dry Run Creek
- Center St. over Cedar River
- Recreational Trail over Cedar River
- Main St. over University Branch Dry Run Creek
- Black Hawk Rd. over Unnamed Stream
- Lone Tree Rd. over Drainage Ditch (West)

The scope of services to be performed by the CONSULTANT shall be completed in accordance with generally accepted standards of practice and shall include the services to complete the following tasks:

TASK A – Contract Management

1.0 Project Management

The project manager shall be responsible for the development and tracking of the project plan for the project development. This includes task identification, staff scheduling and coordination, project communications, monthly progress reporting and invoicing and other important elements of the project. The project design duration is assumed to be eight (8) months.

2.0 Project Development Team Meetings

Maintain communications with the Project Development Team and various other designated representatives. The project development team will include the City of Cedar Falls and Foth. Meet to review progress and to discuss specific elements of the project design (assume one (1) meeting). The meetings will also serve to establish schedules, develop project goals, establish initial design parameters, promote a dialog between the various entities, improve the decision-making process, and expedite design development. Prepare minutes of meetings and keep documentation of other communications. For budget purposes, it is assumed that the meetings will be attended by two (2) staff members of the CONSULTANT.

The following project meetings are included with the scope of work:
Final Design Review - one (1) meeting

3.0 Quality Control Plan

Establish review and checking procedures for project deliverables. Designate responsibility for implementation of the plan.

TASK B – Project Coordination

1.0 Public Information Meeting – (Task Not Included).

2.0 Individual Property Owner Meetings – (Task Not Included).

3.0 Utility Coordination Meeting – (Task Not Included).

4.0 Periodic Meetings with Local Elected Officials – (Task To Be Completed by City).

5.0 Exhibit Preparation for Council Meetings – (Task To Be Completed by City).

TASK C – Rehabilitation Plans

1.0 Field Investigation

Conduct a field investigation to further assess components recommended for repair and gather detailed measurements and quantities required for development of the repair plans.

1.1 Review of Existing Plans and Inspection Records

The CONSULTANT shall acquire original plans and past inspection reports from the City of Cedar Falls. The review of these documents will identify previous rehabilitation work, details unique to this structure, and previously identified areas of deterioration.

1.2 Preparation for Field Inspection

The CONSULTANT shall make the necessary arrangements prior to the field inspection to ensure the inspection is completed in a safe and efficient manner. This includes preparation of inspection equipment and report forms. Notice of the bridge inspection date will be provided to the City of Cedar Falls a minimum of two days prior to the inspection.

1.3 Bridge Inspection

Based on discussions with the City of Cedar Falls staff and a review of previous inspection reports, the bridge inspections will generally focus on the following areas of interest:

- Locating areas and extent of spalled concrete on various bridge components.
- Measurement of various elements that are recommended for replacement.

Throughout the inspection, photographs will be taken to supplement the bridge inspection notes and sketches.

2.0 Prepare Check Plans

Design plans will be prepared and submitted to the CITY for review when approximately 90% complete.

2.1 Title Sheet

Prepare the title sheet conforming to CITY standards for the bridge rehabilitation project.

2.2 Structural Rehabilitation Plans

This task involves the preparation of detail sheets related to the rehabilitation of each bridge. The following bridge repairs are included as part of this Scope of Services:

- Waterloo Rd. over Dry Run Creek
 - Clean and reseal expansion joints
- E. 18th St. over Dry Run Creek
 - Clean and reseal expansion joints
- Union Rd. over CC RR
 - Clean and reseal expansion joints
- Hudson Rd. over SW Branch Dry Run Creek
 - Replace bridge approach pavement
 - Repair ends of bridge deck
- Center St. over Cedar River
 - Fill void around conduits in north abutment backwall
- Recreational Trail over Cedar River
 - Replace expansion joint glands

- Main St. over University Branch Dry Run Creek
 - Repair railing at NW corner
- Black Hawk Rd. over Unnamed Stream
 - Evaluate options to replace bridge wings
- Lone Tree Rd. over Drainage Ditch (West)
 - Repair broken welds on handrail

Plans will provide details and estimated quantities applicable to the repair work identified at each bridge location. IaDOT standard details and notes will be utilized where applicable.

2.3 Traffic Control and Staging Plans

This task involves preparing the traffic control plans when repair activities will impact vehicular and/or pedestrian traffic. Maintain at least one traffic lane during construction.

3.0 Prepare Final Plans

The CONSULTANT will prepare final construction documents, which will generally include the following tasks for this project:

3.1 Incorporate Comments from Check Plan Review

The CONSULTANT will respond to comments resulting from the Check Plan Review. Recommended modifications will be incorporated into the final plan set.

3.2 Opinion of Probable Construction Cost

Prepare opinion of probable construction cost for the project. Final cost estimates shall be based on representative all project elements and based on recent bid information. Detailed quantity takeoffs will be developed and for this estimate.

3.3 Project Permitting

No permit applications for regulatory agencies are anticipated. The CONSULTANT shall prepare the erosion control sheets for the development of a Storm Water Pollution Prevention Plan and NPDES permitting by the Contractor.

3.4 Preparation of Project Manual

This task consists of preparation of a Project Manual utilizing the standard CITY front-end documents, including conditions of the contract and detailed construction specifications. The Iowa Statewide Urban Design and Specifications shall be utilized on this project.

4.0 Letting Services

The CITY will coordinate and manage the project letting process. The work tasks to be performed or coordinated by the CITY include the following: printing of plans and specifications, distribution of bid documents, notice of project publication and distribution of addenda.

The work tasks to be performed or coordinated by the CONSULTANT during the Bid Period Services shall include the following:

4.1 Printing of Plans and Specifications (Task To Be Completed by City).

4.2 Notice of Project

The CONSULTANT shall prepare the formal Notice of Hearing and Letting. The CITY shall handle publication of the Notice of Hearing and Letting. The CITY shall also prepare and disseminate an informal notice to contractors concerning the upcoming Project.

4.3 Plan Clarification and Addenda

The bid lettings shall be administered by the CITY. The CONSULTANT shall assist the CITY during the bid periods in answering questions regarding the design intent. The CONSULTANT shall prepare

addenda as appropriate to interpret, clarify or expand the bidding documents. The CITY shall distribute the plan clarification information and addenda to the project plan holders.

4.4 Letting, Bid Tabs, and Award Recommendation

The CONSULTANT shall be a representative present when the bids and proposals are opened and shall advise the CITY on the responsiveness of the bidders. The CITY shall prepare the tabulation of bids, award of contract, and prepare the necessary contract documents for the project.

TASK D – Construction Administration

The work tasks to be performed or coordinated by the CONSULTANT during the Construction Period Services shall include the following:

1.0 Pre-Construction Meeting

The CONSULTANT shall attend a preconstruction meeting for the project with contractors, suppliers, utility companies and CITY staff. It is anticipated that the CITY will perform construction administration and observation services.

2.0 Shop Drawing Review (Limited)

The CONSULTANT shall review shop drawings, samples, and other data which the Contractor is required to submit, but only for conformance with design concept of the Project and conformance with the information given in the contract documents. The CONSULTANT shall evaluate and determine the acceptability of substitute materials and equipment proposed by the Contractor. The CONSULTANT shall have authority to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testing, and approvals required.

The CONSULTANT shall review the following shop drawing submittals:

- a. Extrusion glands for Recreational Trail over Cedar River

3.0 Site Visits

In connection with observations of the Contractor's work while it is in progress:

- a. The CONSULTANT shall make visits to the site at intervals appropriate to the various stages of construction as the CONSULTANT deems necessary (**estimated two (2) site visits** during the peak construction activity) in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor's work. Based on information obtained during such visits and on such observations, the CONSULTANT shall determine, in general, if such work is proceeding in accordance with the Plans, and the CONSULTANT shall keep the CITY informed of the progress of the work.
- b. The purpose of the visits to the site will be to enable the CONSULTANT to better carry out his duties and responsibilities during the construction phase and, in addition, by exercise of the CONSULTANT's efforts as an experienced and qualified design professional, to provide for the CITY a greater degree of confidence that the completed work of the Contractor will conform to the Plans, and that the integrity of the design concept as reflected in the Plans has been implemented and preserved by the Contractor.
- c. The CONSULTANT shall not during such visits supervise, direct, or have control over the Contractor's work, nor shall the CONSULTANT have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor for safety precautions and programs incident to the work or for any failure of the Contractor to comply with laws, rules, regulations, ordinances, codes, or orders applicable to the Contractor furnishing and performing his work.
- d. During such visits, the CONSULTANT may disapprove of or reject the Contractor's work while it is in progress if the CONSULTANT believes that such work will not produce a completed Project that conforms to the Plans, or that it will prejudice the integrity of the design concept of the Project as reflected in the Plans.

4.0 Design Interpretation

The CONSULTANT shall answer design interpretation questions from CITY's Project Manager and Contractors.

5.0 Final Inspections and Project Closeout - (Task not included)

6.0 Change Orders - (Task not included)

7.0 Record Drawings

This task consists of preparation of construction record drawings defining the actual location of improvements and fixtures. The CONSULTANT shall prepare record drawings showing those changes made during construction, based on the marked-up drawings and other data furnished by the Contractor and the Resident Construction Observer. The Engineer shall provide the CITY with one (1) reproducible copy of the record drawings.

TASK E – Project Deliverables

The scope of services shall be considered complete upon completion and delivery of the following items to the satisfaction of the City Engineer:

- Electronic Check Plans in PDF format
- Electronic Final Plans and Project Manual in PDF format
- Electronic files in MicroStation format, including design base maps and sheet files

ADDITIONAL SERVICES:

Additional Services are not included in this Agreement. If authorized under a Supplemental Agreement the CONSULTANT shall furnish or obtain from others the following services:

1. Traffic engineering design services
2. Landscaping design
3. Right-of-way acquisition services
4. Environmental permitting
5. Project letting services
6. Construction period services (observation, testing and survey).
7. Development of a finish grade ground surface (CAD tin file) and contours
8. Right-of-way plan sheets (H-Sheets)
9. Public open house / informational meetings

CHANGES IN SCOPE OF SERVICES:

The CITY may request Additional Services from the CONSULTANT not included in the Scope of Services as outlined. Additional services may include, but not be limited to, expanding the scope of the project and work to be completed; requesting the development of various documents; construction services; or requesting additional work items that increases the Engineering Services and corresponding costs. Upon initiation of Additional Services, the CONSULTANT will submit the estimated cost. Such costs will be based on the current hourly rates and fixed expenses as outlined in the CONSULTANT's attached Standard Fee Schedule. Any amendments to the Scope of Services shall be in writing executed by both parties prior to the performance of any such additional services.

Exhibit B Schedule

2019 Bridge Maintenance Project Cedar Falls, Iowa City Project Number BR-000-3183

The CONSULTANT shall complete the following phases of the Project in accordance with the schedule shown, assuming notice to proceed is issued by the CITY on or before February 5, 2019.

Consultant Contract Approval	February 5, 2019
Check Plans	March 22, 2019
Final PS&E	April 5, 2019
Project Letting	May 8, 2019
Project Construction	June 2019 thru August 2019

If notice to proceed is given at a later date, time of completion shall be extended accordingly.



DEPARTMENT OF COMMUNITY DEVELOPMENT

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

*Administration Division ♦ Planning & Community Services Division
Phone: 319-273-8600 Fax: 319-273-8610*

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

*Water Reclamation Division
Phone: 319-273-8633 Fax: 319-268-5566*

TO: Honorable Mayor James P. Brown and City Council
FROM: Terra Ray, Engineer Tech II
DATE: February 13, 2019
SUBJECT: W. 1st Street Reconstruction Project - Property Acquisitions
Project # RC-000-3118
State Project # STP-57-2(28)-2C-07

The City of Cedar Falls is working with the Iowa Department of Transportation on the reconstruction to W. 1st Street from Hudson Road to the Center/Franklin Street intersection. The project is in the final design phase, acquisitions of the necessary right of way needs are underway to meet the DOT and City's funding years for construction. The utilities and other infrastructure work will be started early next year. The road construction will take place in 2019-2020. This project includes a total reconstruction of the roadway from a four lane to a five lane facility. The project identifies the need for total acquisitions from three (3) properties and partial acquisitions from 68 properties.

Appraisals and offers are gradually being sent to the properties affected by this corridor reconstruction project. The owners of the following properties have accepted our offer.

Parcel #	Owner	Address	Acquisition Type
27	CVP Properties, LLC	809 W. 1 st Street	Fee Permanent Easement Temporary Easement Tennant Agreement

Attached is a map that identifies the location of these properties.

The City will use federal funds for the design and right of way portion of this project. Per an agreement with the DOT approved on August 7, 2017, the city will be the lead in property acquisition and design. All eligible project costs will be split 50% City and 50% DOT which includes engineering, right of way, construction and construction administration. The city signed as agreement with Snyder and Associates on September 5, 2017 for these services. Funds for this project are identified in the Cedar Falls Capital Improvements Program in FY18 and FY20 under item number 91. If approved, the City Attorney will prepare the necessary closing

documents and staff will complete the acquisition process for these parcels.

Staff recommends that the City Council state their support in the form of a resolution approving the acquisitions and authorize the Mayor to execute the agreements for the W. 1st Street reconstruction project.

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

xc: Stephanie Sheetz, Director
 Chase Schrage, Principal Engineer
 David Sturch, Planner III

CITY OF CEDAR FALLS OWNER PURCHASE AGREEMENT

PROPERTY ADDRESS: 809 W. 1st St.

COUNTY TAX PARCEL NO.8914-12-151-011

PARCEL NO. 27

PROJECT NO. STP-57-2(28)-2C-07

PROJECT NAME: West 1st St. / IA 57 PCC Pavement Reconstruction

THIS AGREEMENT entered into this _____ day of _____, 2019, by and between CVP Properties, LLC, Seller, and the City of Cedar Falls, Iowa, Buyer.

1. The Seller agrees to sell and furnish to the Buyer a warranty deed, permanent utility easement and temporary easement agreements, furnished by the Buyer, and the Buyer agrees to purchase the following real estate, or interest in real estate, hereinafter referred to as the premises, described as follows: **See Attached Exhibits**

FEE Acquisition

See attached

Permanent Utility Easement

See attached

Temporary Easement

See attached

and which include the following improvements of whatever type situated on the premises:

2. The premises include the estates, rights, titles and interests, including easements, as are described herein. Seller consents to any change of grade of the street or highway which is adjacent to the premises, and accepts payment under this agreement for any and all damages arising therefrom. SELLER ACKNOWLEDGES full settlement and payment from the Buyer for all claims per the terms of this agreement and discharges the Buyer from liability because of this agreement and the construction of this public improvement project.
3. Possession of the premises is the essence of this agreement and the Buyer may enter and assume full use and enjoyment of the premises in accordance with the terms of this agreement. The Seller grants the Buyer the immediate right to enter the premises for the purpose of gathering survey and soil data. When Buyer has paid Seller the payment amount described in the following paragraph, and when Seller has executed and delivered a warranty deed/permanent easement agreement/ and/or temporary easement agreement(s) [strike inapplicable provisions], conveying title, or an interest in title, to the premises to Seller, as described in this agreement, Buyer shall then be entitled to immediate possession of the premises.
4. Buyer agrees to pay and SELLER AGREES to grant the right of possession, convey title, or an

interest in title, as provided in this agreement, and to surrender physical possession of the premises as shown on or before the dates listed below.

Payment Amount	Agreed Performance	Date
\$ _____	on right of possession	_____
\$ _____	on conveyance of title	_____
\$ _____	on surrender of possession	_____
\$ <u>17,862.00</u>	on possession and	<u>60 days after Buyer approval</u>
	conveyance	
\$ <u>17,930.00</u>	TOTAL LUMP SUM	

BREAKDOWN: ac. = acres sq. ft. = square feet

Land by Fee Title	<u>197</u>	sq. ft.	\$ <u>2,384.00</u>
Permanent Utility Easement	<u>1,591</u>	sq. ft.	\$ <u>9,626.00</u>
Temporary Easement	<u>2,284</u>	sq. ft.	\$ <u>4,422.00</u>
Miscellaneous/Other	<u>landscaping/paving</u>		\$ <u>1,430.00</u>
Buildings			\$ _____
Severance Damages			\$ _____

5. Seller also agrees to execute a Temporary Grading Easement for Construction, a copy of which is attached hereto. Any portion of the premises served by the above project shall be graded, shaped and seeded, if applicable, upon completion of the project by Buyer. The Temporary Construction Easement shall terminate upon completion of the project.
6. The Seller warrants that there are no tenants on the premises holding under lease except:
UNKNOWN.
7. This agreement shall apply to and bind the legal successors in interest of the Seller, and the SELLER AGREES to pay all liens and assessments against the premises, including all taxes and special assessments payable until surrender of possession, as required by Section 427.2 of the Code of Iowa, and agrees to warrant good and sufficient title.

Names and address of lienholders are: _____

8. Each page and each attachment is by this reference made a part hereof and the entire agreement consists of 9 pages.
9. The Buyer may include mortgagees, lien holders, encumbrances and taxing authorities as payees on warrants as payment on the agreement. If this agreement involves a total taking, SELLER WILL furnish and deliver to the City of Cedar Falls, 220 Clay Street, Cedar Falls, IA 50613, an abstract of title to be updated, if requested by City. The abstract continued to date, or a title report obtained by the City if this agreement does not involve a total taking, must show merchantable title to the premises vested in Seller. Buyer agrees to pay the cost of any abstract continuation. SELLER AGREES to obtain court approval of this agreement, if requested by the Buyer, if title to the premises becomes an asset of any estate, trust, conservatorship or guardianship. Buyer agrees to pay court approval costs and all other costs necessary to transfer the premises to the Buyer, but not attorney fees. Claims for such transfer costs shall be paid in amounts supported by paid receipts or signed bills.

10. If the Seller holds title to the premises in joint tenancy with full rights of survivorship and not as tenants in common at the time of this agreement, Buyer will pay any remaining proceeds to the survivor of that joint tenancy and will accept title solely from that survivor, provided the joint tenancy has not been destroyed by operation of law or acts of the Seller.
11. This written agreement and the attachments together constitute the entire agreement between the Buyer and the Seller and there is no agreement to do or not to do any act or deed except as specifically provided for herein. This agreement is subject to the approval of the Cedar Falls City Council.
12. The Seller shall have five years from the date of settlement to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement, as required by Section 6B.52 of the Code of Iowa.

SELLER'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the Buyer, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.

CVP Properties, LLC


Jeffrey D. Hassman, Manager 2/7/19 Date

For an acknowledgment in a representative capacity:

State of IOWA

County of BLACK HAWK

This record was acknowledged before me on 2/7, 2019

by JEFFREY D. HASSMAN Name(s) of individual(s)

as MANAGER (type of authority, such as officer or trustee)

of CVP PROPERITES, LLC (name of party on behalf of whom record was executed).


Signature of notarial officer



TERRA RAY
Printed name of notarial officer

1-23-21
My commission expires

BUYER'S APPROVAL

By: _____
James P. Brown, Mayor (date)

By: _____
Jacqueline Danielsen, MMC (date)
City Clerk

MUNICIPALITIES ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF BLACK HAWK, ss:

This instrument was acknowledged before me on the _____ day of _____, 2019, by James P. Brown, Mayor, and Jacqueline Danielsen, MMC, City Clerk, of the City of Cedar Falls, Iowa.

Notary Public in and for the State of Iowa



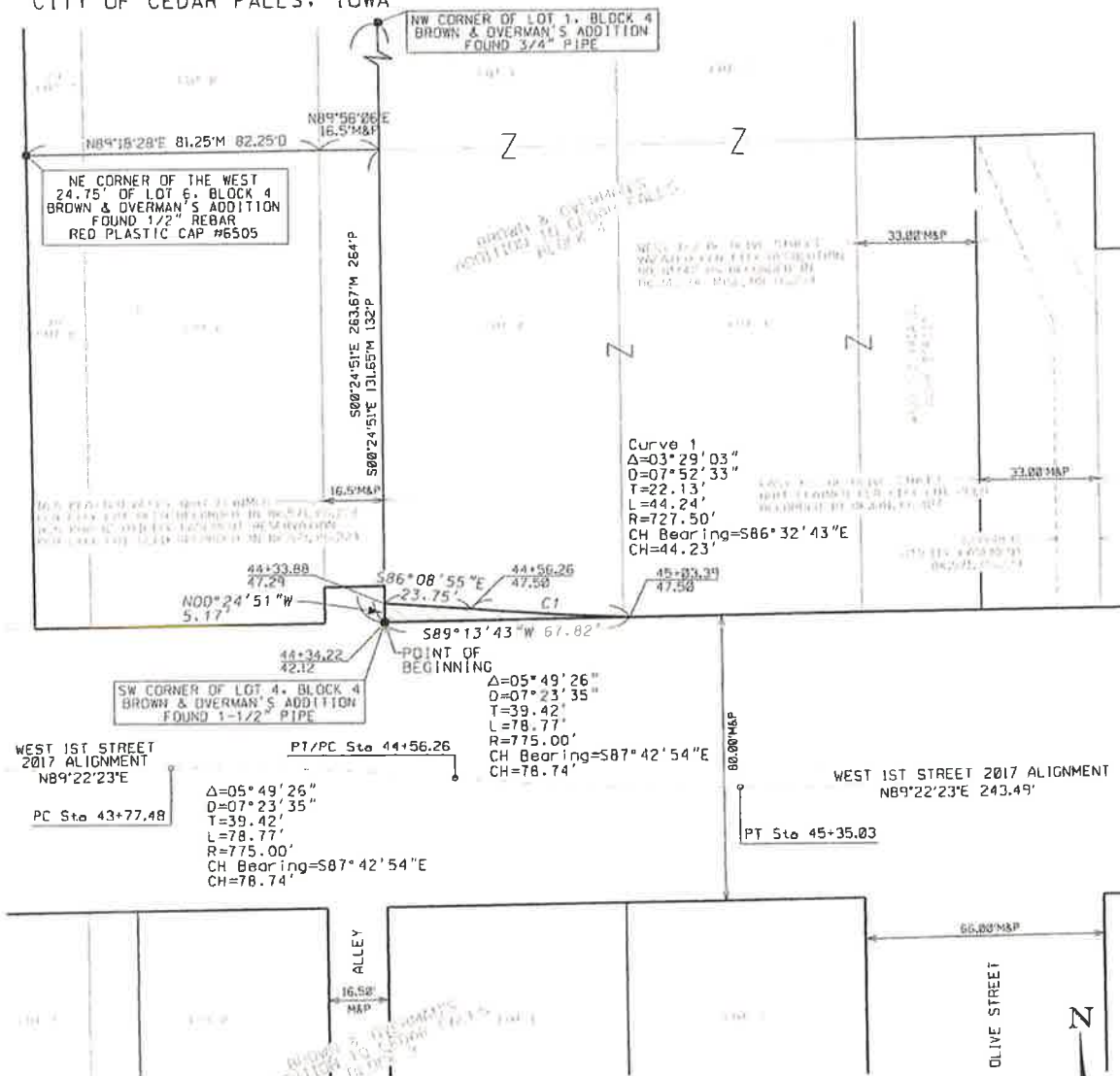
IOWA DEPARTMENT OF TRANSPORTATION

ACQUISITION PLAT

EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
 PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
 SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
 ROW-FEE 162 S.F. AC. EASE _____ AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
 ACQUIRED FROM CVP PROPERTIES, L.L.C

CITY OF CEDAR FALLS, IOWA



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coats DATE: 2-18-2018
 TERRY COATS
 License number 18643
 My License Renewal Date is December 31, 2019
 Pages covered by this seal: _____
 EXHIBIT "A" ONLY

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED _____

DATE DRAWN JANUARY 29, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOT 3 AND A PART OF LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 4, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH $00^{\circ}24'51''$ WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET; THENCE SOUTH $86^{\circ}08'55''$ EAST, 23.75 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.24 FEET AND WHOSE CHORD BEARS SOUTH $86^{\circ}32'43''$ EAST, 44.23 FEET TO A POINT ON THE SOUTH LINE OF SAID LOT 3; THENCE SOUTH $89^{\circ}13'43''$ WEST ALONG THE SOUTH LINE OF SAID LOT 3 AND LOT 4, A DISTANCE OF 67.82 FEET TO THE POINT OF BEGINNING AND CONTAINING 162 S.F.

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH $89^{\circ}13'43''$ WEST.

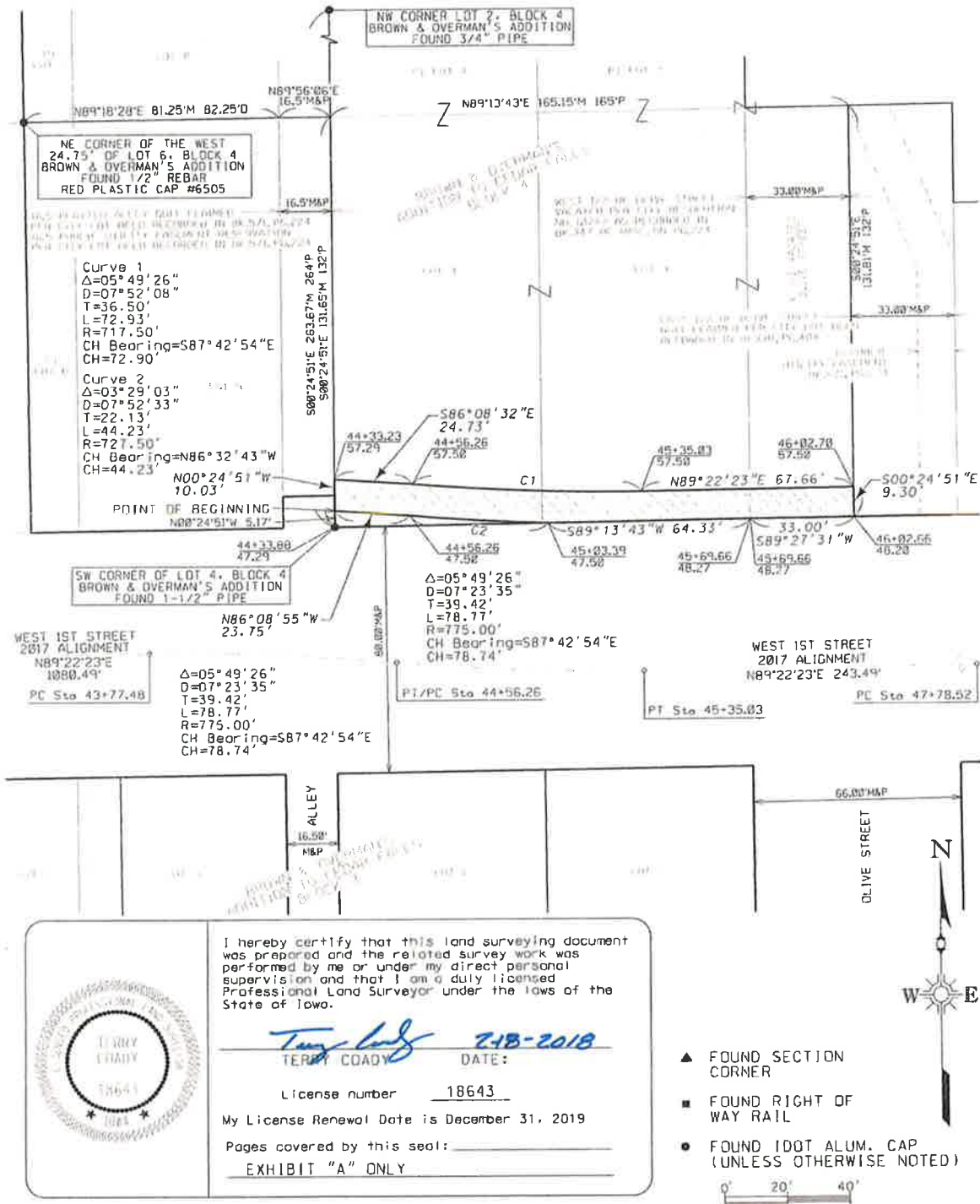
IOWA DEPARTMENT OF TRANSPORTATION

ACQUISITION PLAT

EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. 27
 PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
 SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
 ROW-FEE AC EASE 1,591 S.F. EXCESS-FEE AC
 ACCESS RIGHTS ACQUIRED - STA STA MAIN LINE SIDE
 ACCESS RIGHTS ACQUIRED - STA STA SIDE ROAD SIDE
 ACQUIRED FROM CVP PROPERTIES, L.L.C.

CITY OF CEDAR FALLS, IOWA
 EASEMENT ACQUIRED FOR PUBLIC UTILITY



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coady 2-18-2018
 TERRY COADY DATE:

License number 18643
 My License Renewal Date is December 31, 2019
 Pages covered by this seal: EXHIBIT "A" ONLY

DATE REVISED

DATE DRAWN

JANUARY 29, 2018

SCALE

1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

EASEMENT GRANTED FOR PUBLIC UTILITY DESCRIBED AS FOLLOWS:

A PART OF LOT 3, A PART OF LOT 4 AND THE WEST 1/2 OF VACATED OLIVE STREET ALL IN, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT, ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH 00°24'51" WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 00°24'51" WEST ALONG SAID WEST LINE, 10.03 FEET; THENCE SOUTH 86°08'32" EAST, 24.73 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 717.50 FEET, WHOSE ARC LENGTH IS 72.93 FEET AND WHOSE CHORD BEARS SOUTH 87°42'54" EAST, 72.90 FEET; THENCE NORTH 89°22'23" EAST, 67.66 FEET TO THE EAST LINE OF SAID WEST 1/2 OF VACATED OLIVE STREET; THENCE SOUTH 00°24'51" EAST ALONG SAID EAST LINE, 9.30 FEET TO THE SOUTH LINE OF SAID BLOCK 4; THENCE SOUTH 89°27'31" WEST ALONG SAID SOUTH LINE, 33.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE SOUTH 89°13'43" WEST ALONG SAID SOUTH LINE OF BLOCK 4, A DISTANCE OF 64.33 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.23 FEET AND WHOSE CHORD BEARS NORTH 86°32'43" WEST, 44.23 FEET; THENCE NORTH 86°08'55" WEST, 23.75 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.04 AC. (1,591 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

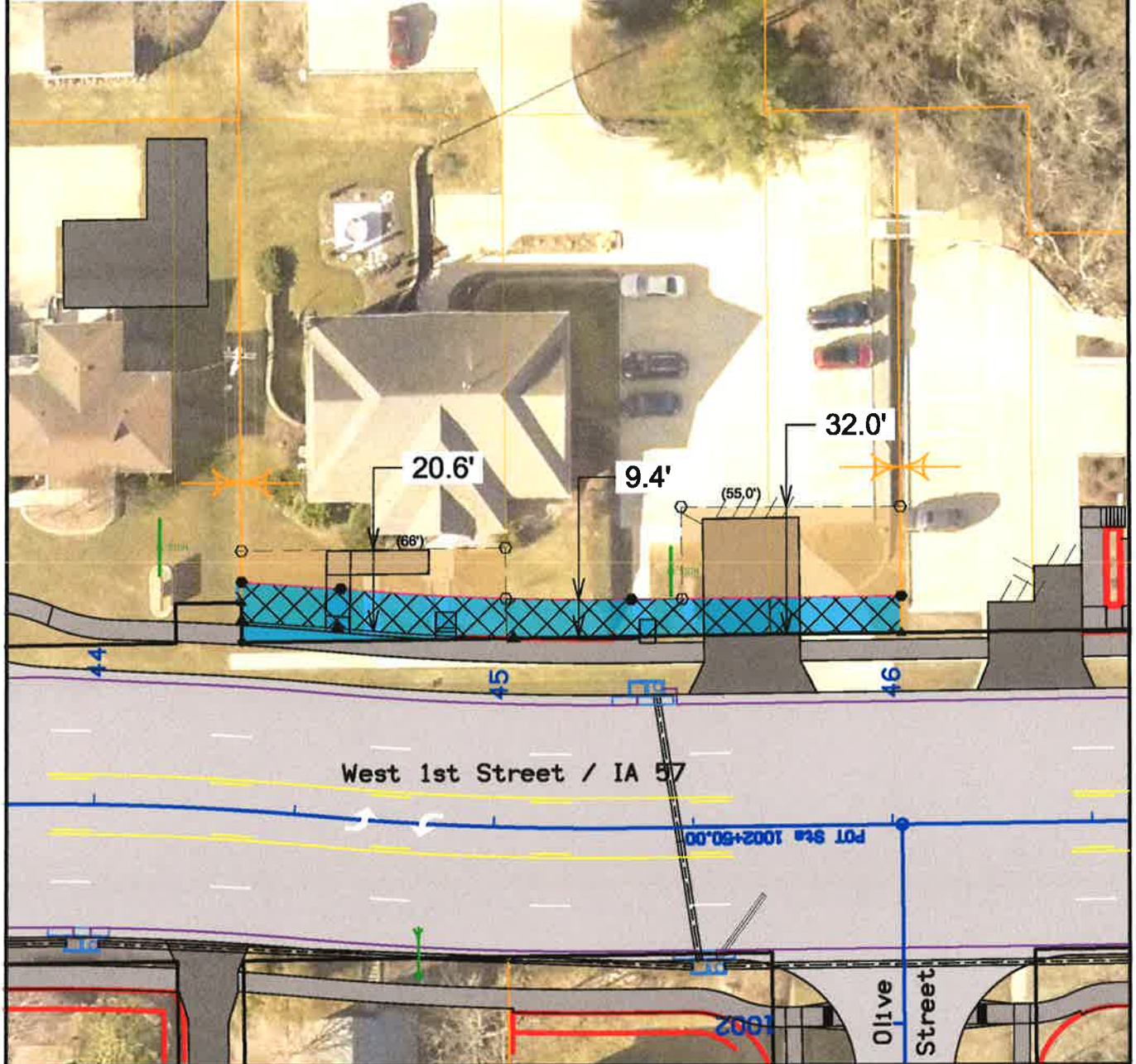
NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH 89°13'43" WEST.

LEGEND

- PROPOSED TEMPORARY EASEMENT
- PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT *
- PROPOSED ROADWAY
- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY/PARKING LOT
- EXISTING RIGHT-OF-WAY
- LOT LINE
- PROPOSED STORM SEWER
- W PROPOSED WATER MAIN
- PROPOSED WATER SERVICE
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY SERVICE
- RETAINING WALL

* INCLUDES UNDERLYING TEMPORARY EASEMENTS



PROJECT NAME: WEST 1ST STREET/IA 57 PCC PAVEMENT RECONSTRUCTION

PARCEL 27 - CVP PROPERTIES, LLC

SCALE:

1" = 40'

DATE:

02/08/2018

PROJECT #:

STP-57-2(2) 505



Prepared by: Snyder and Associates – 2727 SW Snyder Blvd. P.O. Box 1159, Ankeny, IA 50023
Return to: City of Cedar Falls, 220 Clay Street, Cedar Falls, IA 50613

OWNER'S TEMPORARY GRADING EASEMENT FOR CONSTRUCTION

This instrument is made this 7th day of February, 2018, by CVP Properties, LLC, owner(s) (hereinafter referred to as GRANTOR(S)) of the following described property:

See Attached Exhibit

WHEREAS, the owner(s) in fee simple of the real property known and described as set out above is the GRANTOR(S), and

WHEREAS, the City of Cedar Falls (hereinafter referred to as GRANTEE) proposes to grade, shape and seed improvements upon a portion of the above real property owned by the GRANTOR(S), and

WHEREAS, the GRANTOR(S) has agreed to grant to the GRANTEE, a Temporary Grading Easement for Construction for the purpose of grading, shaping and seeding, if applicable, upon a portion of the real property of the GRANTOR(S), for consideration of \$1.00 and other valuable consideration duly paid and acknowledged. It is agreed the temporary easement granted herein shall terminate upon completion of the Project and final acceptance of public improvements by the City Council.

THEREFORE, for the above consideration, the GRANTOR(S) hereby grants unto the GRANTEE the Easement and rights described below:

See Attached Temporary Grading Easement for Construction Exhibit,
which Easement and rights shall be binding upon the GRANTOR(S).

GRANTEE agrees to restore the easement area in a timely manner including, but not limited to, the restoration of lawns by seeding, complete restoration of any driveways, fences or other structures modified as a requirement of the construction, upon completion of the construction or repairs.

Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

CVP Properties, LLC

[Signature] 2/7/19
Name/Title Date

Name/Title Date

For an acknowledgment in a representative capacity:

State of Iowa County of Black Hawk

This record was acknowledged before me on 2/7, ²⁰¹⁹~~2018~~

by Jeffrey Hassman Name(s) of individual(s)

as MANAGER (type of authority, such as officer or trustee)

of CVP PROPERTIES LLC
(name of party on behalf of whom record was executed).

[Signature]

Signature of notarial officer

Terra Ray
Printed name of notarial officer
1-23-21
My commission expires



ACCEPTANCE OF EASEMENT

The City of Cedar Falls, Iowa ("Grantee"), does hereby accept and approve the foregoing Easement.

Dated this _____ day of _____, 2018.

CITY OF CEDAR FALLS, IOWA

James P. Brown, Mayor

ATTEST

Jacqueline Daniels, MMC
City Clerk

STATE OF IOWA)
) ss.
COUNTY OF BLACK HAWK)

This instrument was acknowledged before me on _____, 2018, by James P. Brown, Mayor, and Jacqueline Daniels, MMC, City Clerk, of the City of Cedar Falls, Iowa.

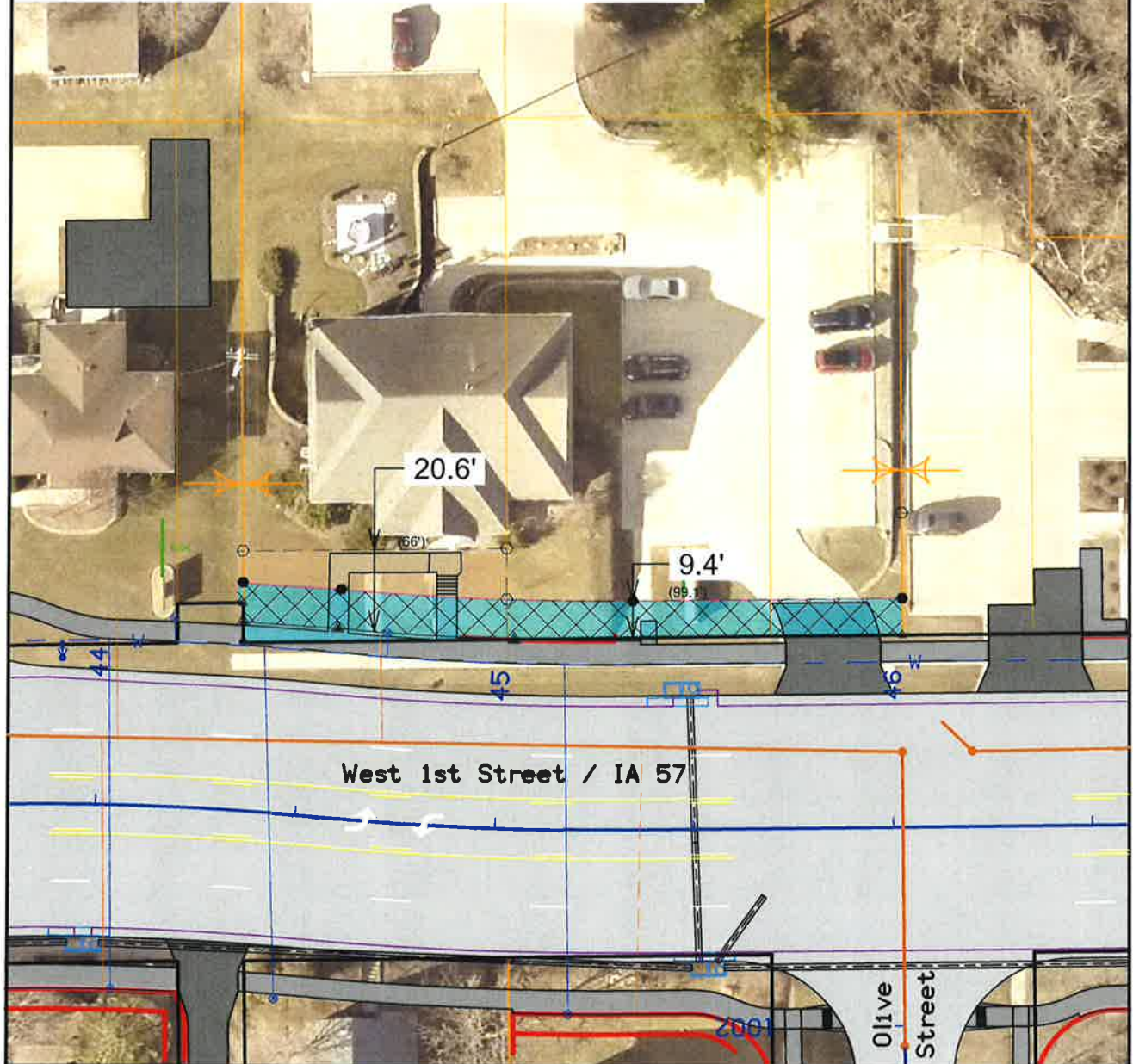
Notary Public in and for the State of Iowa

My Commission Expires:

LEGEND

- PROPOSED TEMPORARY EASEMENT
- PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT *
- PROPOSED ROADWAY
- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY/PARKING LOT
- EXISTING RIGHT-OF-WAY
- LOT LINE
- PROPOSED STORM SEWER
- PROPOSED WATER MAIN
- PROPOSED WATER SERVICE
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY SERVICE
- RETAINING WALL

* INCLUDES UNDERLYING TEMPORARY EASEMENTS



PROJECT NAME: WEST 1ST STREET/IA 57 PCC PAVEMENT RECONSTRUCTION

PARCEL 27 - CVP PROPERTIES, LLC

SCALE:

1"= 40'

DATE:

02/08/2018

PROJECT #:

STP-57-2(28)-26-07



#PI: TOROL
#PENTILL
#SHEET NAME

WHEN RECORDED RETURN TO:
City Clerk -- City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613

Preparer Information: _____

PUBLIC UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, CVP Properties, LLC, of the County of Black Hawk, State of Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, in hand paid by the City of Cedar Falls, Iowa, receipt of which is hereby acknowledged, do hereby sell, grant and convey unto the City of Cedar Falls, Iowa, a municipal corporation, in the County of Black Hawk, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, though, and across the following described real estate:

See Exhibit A Attached.

That the above described easement is granted unto the City of Cedar Falls, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

Public Utility

1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.
2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.

3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.

4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area.

5. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor for property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.

6. Easement Benefit. This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees.

7. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

8. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this Easement by the City Clerk.

9. Existing Structures, Plantings and Fencing. Grantor and its grantees, acknowledge the existing structures, plantings, and fencing remaining inside the Easement following construction of the West 1st Street Improvements Project may remain until such time use of the Easement area is needed by the City. Grantor and its grantees, further acknowledge should removal of existing structures, plantings, and fencing be required after the Project that these removals will be performed by the City, but the City is under no obligation to replace, or provide compensation for, any existing structures, plantings, and fencing removed from within the Easement area.

Grantor does hereby covenant that Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

IN WITNESS WHEREOF, we have hereunto affixed our hands this 7th day of February, 2019.

[Signature] 2/7/19
Owner Mr. CV Properties Date

Owner _____ Date _____

STATE OF IOWA)
) ss:
COUNTY OF BLACK HAWK)

This record was acknowledged before me on this 7th day of Feb, 2018, by
Jeffrey Hassman as MANAGER
of CV PROPERTIES LLC.



[Signature]
Notary Public in and for the State of Iowa

ACCEPTANCE OF PUBLIC UTILITY EASEMENT

The City of Cedar Falls, Iowa ("Grantee"), does hereby accept and approve the foregoing Easement.

Dated this _____ day of _____, 2018.

CITY OF CEDAR FALLS, IOWA

James P. Brown, Mayor

ATTEST

Jacqueline Danielsen, MMC, City Clerk

STATE OF IOWA)
) ss.
COUNTY OF BLACK HAWK)

I, Jacqueline Danielsen, MMC, City Clerk of the City of Cedar Falls, Iowa, do hereby certify that the foregoing Public Utility Easement was duly approved and accepted by the City Council of the City of Cedar Falls by by Resolution No. _____, passed on the _____ day of _____, 2018, and this certificate is made pursuant to authority contained in said Resolution.

Signed this _____ day of _____, 2018.

Notary Public in and for the State of Iowa

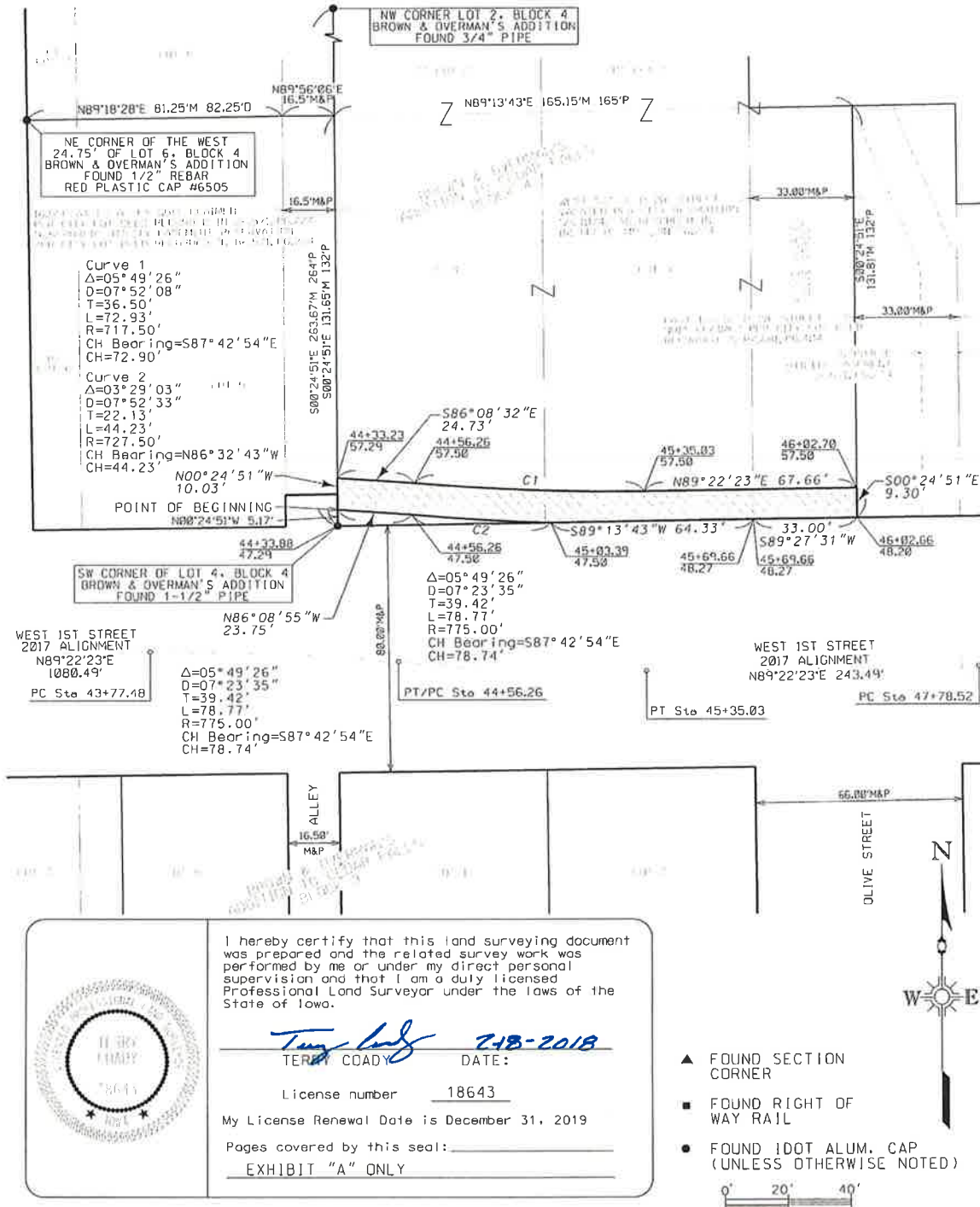
IOWA DEPARTMENT OF TRANSPORTATION

ACQUISITION PLAT

EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
 PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
 SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
 ROW-FEE AC EASE 1,591 S.F. EXCESS-FEE AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE _____
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE _____
 ACQUIRED FROM CVP PROPERTIES, L.L.C.

CITY OF CEDAR FALLS, IOWA
 EASEMENT ACQUIRED FOR PUBLIC UTILITY



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coady 218-2018
 TERRY COADY DATE:
 License number 18643
 My License Renewal Date is December 31, 2019
 Pages covered by this seal: EXHIBIT "A" ONLY

DATE REVISED _____
 DATE DRAWN JANUARY 29, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

EASEMENT GRANTED FOR PUBLIC UTILITY DESCRIBED AS FOLLOWS:

A PART OF LOT 3, A PART OF LOT 4 AND THE WEST 1/2 OF VACATED OLIVE STREET ALL IN, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT, ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH 00°24'51" WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 00°24'51" WEST ALONG SAID WEST LINE, 10.03 FEET; THENCE SOUTH 86°08'32" EAST, 24.73 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 717.50 FEET, WHOSE ARC LENGTH IS 72.93 FEET AND WHOSE CHORD BEARS SOUTH 87°42'54" EAST, 72.90 FEET; THENCE NORTH 89°22'23" EAST, 67.66 FEET TO THE EAST LINE OF SAID WEST 1/2 OF VACATED OLIVE STREET; THENCE SOUTH 00°24'51" EAST ALONG SAID EAST LINE, 9.30 FEET TO THE SOUTH LINE OF SAID BLOCK 4; THENCE SOUTH 89°27'31" WEST ALONG SAID SOUTH LINE, 33.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE SOUTH 89°13'43" WEST ALONG SAID SOUTH LINE OF BLOCK 4, A DISTANCE OF 64.33 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.23 FEET AND WHOSE CHORD BEARS NORTH 86°32'43" WEST, 44.23 FEET; THENCE NORTH 86°08'55" WEST, 23.75 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.04 AC. (1,591 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH 89°13'43" WEST.

Prepared by: Snyder & Associates, Inc., 2727 SW Snyder Blvd., Ankeny, IA 50023
For: City of Cedar Falls, 220 Clay Street, Cedar Falls, Iowa 50613

(515) 964-2020
(319) 273-8600

CITY OF CEDAR FALLS TENANT PURCHASE AGREEMENT

Property Address: 809 W. 1st St. **County Tax Parcel No:** 8914-12-151-011
Parcel Number: 27 Project Name: West 1st Street Cedar Falls IA 57 Reconstruction Project
Project Number STP-57-2(28)--2c-07

THIS AGREEMENT entered into this 14th day of January, 2018, by and between
Gosling & Company, P.C. d/b/a Gosling & Company, P.C., Seller and the City of Cedar Falls, Iowa,
Buyer.

1. Buyer agrees to buy and Seller hereby conveys Seller's leasehold interest in the following real estate, hereinafter referred to as the premises:

See Attached Legal Description of Acquisition Area
See Attached Acquisition Plat
See Attached Temporary Easement Area(s)

and more particularly described on page(s) 4-8, and all improvements of whatever type situated on the premises.

2. The Premises also includes all of the Seller's estates, rights, title and interests in any leaseholds, including easements as are described herein. Seller consents to any change of grade of the adjacent roadway and accepts payment under this agreement for any and all damages arising therefrom. Seller acknowledges full settlement and payment from Buyer for all claims per the terms of this agreement and discharges Buyer from liability because of this agreement and the construction of this public improvement project.

Seller is tenant on the property of the following owner: CVP Properties, LLC

3. In consideration of Seller's conveyance of Seller's leasehold interest in the premises to Buyer, Buyer agrees to pay to Seller the sum of One Hundred Dollars (\$100.00). Seller agrees to surrender physical possession of the premises effective upon commencement of construction activity. Seller also agrees to execute a Temporary Grading Easement for Construction, a copy of which is attached hereto.
4. Seller grants to the City a Fee Acquisition and Temporary Easement as shown on the attached Acquisition Plat and Temporary easement are plat. Any Temporary Construction Easement shall terminate upon completion of the project.
5. Possession of the premises is the essence of this agreement and Buyer may enter and assume full use and enjoyment of the Seller's interest in the premises per the terms of this agreement. Seller grants Buyer the immediate right to enter the premises for the purpose of gathering survey and soil data.
6. This agreement shall apply to and bind the legal successors in interest of the Seller.
7. Any portion of the premises served by the above project shall be graded, shaped and seeded, if applicable, upon completion of the project by the Buyer.
8. This written agreement and all attachments hereto constitute the entire agreement between the Buyer and the Seller and there is no agreement to do or not to do any act or deed except as specifically provided for herein.

Page 1 of 3

9. The Seller states and warrants that, to the best of the Seller's knowledge, there is no known burial site, well, solid waste disposal site, private sewage disposal systems, hazardous substance or underground storage tank on the premises, except:

None Known

10. The Buyer hereby gives notice of Seller's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement as required by Section 6B.52 of the Code of Iowa.

SELLER'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the Buyer, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.

Michael Brannon VP 1/14/19
Name/Title Date

Name Date

For an acknowledgment in a representative capacity:

State of Iowa County of Black Hawk

This record was acknowledged before me on 1-14-19, 2018

by Michael Brannon Name(s) of individual(s)

as VP (type of authority, such as officer or trustee)

of Gosling & Co. P.C.
(name of party on behalf of whom record was executed).

Karla J. Tri
Signature of notarial officer

KARLA J TRI
Printed name of notarial officer

10-11-20
My commission expires

BUYER'S APPROVAL

By: _____
James P. Brown, Mayor (date)

By: _____
Jacqueline Danielsen, MMC (date)
City Clerk

MUNICIPALITIES ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF BLACK HAWK, ss:

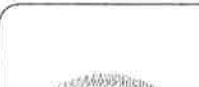
This instrument was acknowledged before me on the _____ day of _____, 2018, by James P. Brown, Mayor, and Jacqueline Danielsen, MMC, City Clerk, of the City of Cedar Falls, Iowa.

My Commission Expires:

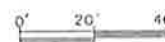
Notary Public in and for the State of Iowa

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE 162 S.F. ☒ EASE _____ AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM CVP PROPERTIES, L.L.C

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

 Terry Coada 2-18-2018
TERRY COADA DATE:
License number 18643
My License Renewal Date is December 31, 2019
Pages covered by this seal: _____
EXHIBIT "A" ONLY

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOT 3 AND A PART OF LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 4, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH $00^{\circ}24'51''$ WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET; THENCE SOUTH $86^{\circ}08'55''$ EAST, 23.75 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.24 FEET AND WHOSE CHORD BEARS SOUTH $86^{\circ}32'43''$ EAST, 44.23 FEET TO A POINT ON THE SOUTH LINE OF SAID LOT 3; THENCE SOUTH $89^{\circ}13'43''$ WEST ALONG THE SOUTH LINE OF SAID LOT 3 AND LOT 4, A DISTANCE OF 67.82 FEET TO THE POINT OF BEGINNING AND CONTAINING 162 S.F.


PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH $89^{\circ}13'43''$ WEST.

COUNTY BLACK HAWK STATE CONTROL NO.
PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE ~~X~~ EASE 1,591 S.F. ~~X~~ EXCESS-FEE AC
ACCESS RIGHTS ACQUIRED - STA STA MAIN LINE SIDE
ACCESS RIGHTS ACQUIRED - STA STA SIDE ROAD SIDE
ACQUIRED FROM CVP PROPERTIES, L.L.C.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

 Terry Coady 24B-2018
TERRY COADY DATE:
License number 18643
My License Renewal Date is December 31, 2019
Pages covered by this seal: _____
EXHIBIT "A" ONLY

-

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

EASEMENT GRANTED FOR PUBLIC UTILITY DESCRIBED AS FOLLOWS:

A PART OF LOT 3, A PART OF LOT 4 AND THE WEST 1/2 OF VACATED OLIVE STREET ALL IN, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT, ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

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PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

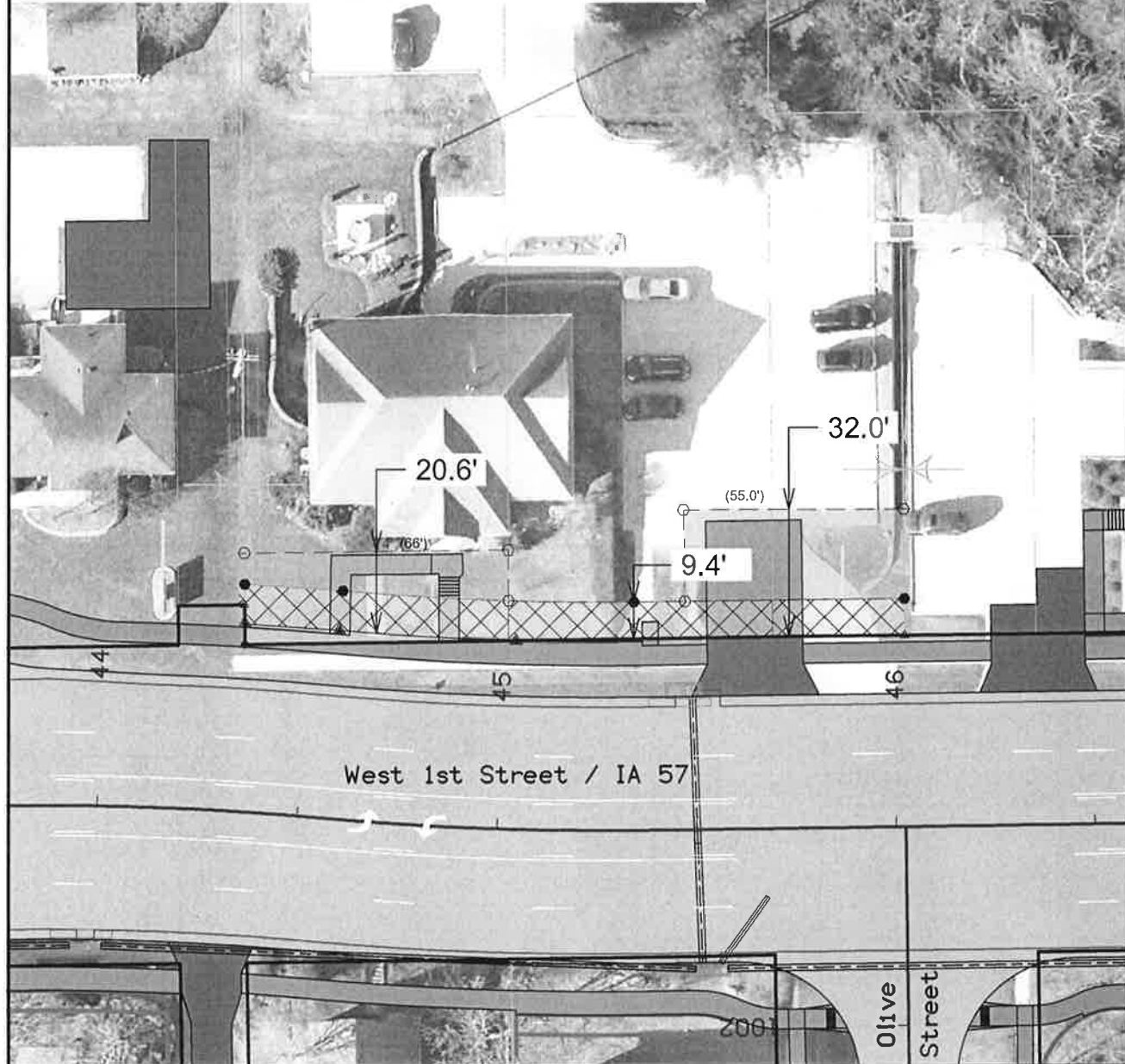
NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH 89°13'43" WEST.

LEGEND

- PROPOSED TEMPORARY EASEMENT
- PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT *
- PROPOSED ROADWAY
- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY/PARKING LOT
- EXISTING RIGHT-OF-WAY
- LOT LINE
- PROPOSED STORM SEWER
- W PROPOSED WATER MAIN
- PROPOSED WATER SERVICE
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY SERVICE
- RETAINING WALL

* INCLUDES UNDERLYING TEMPORARY EASEMENTS



PROJECT NAME: WEST 1ST STREET/IA 57 PCC PAVEMENT RECONSTRUCTION

PARCEL 27 - CVP PROPERTIES, LLC

SCALE:

1"= 40'

DATE:

02/08/2018

PROJECT #:

STP-57-2(28) 00-07



BY: TORVIL &
BENTON &
SHIRLEY THAMM

523

Prepared by: Snyder & Associates, Inc., 2727 SW Snyder Blvd., Ankeny, IA 50023
For: City of Cedar Falls, 220 Clay Street, Cedar Falls, Iowa 50613

(515) 964-2020
(319) 273-8600

**CITY OF CEDAR FALLS
TENANT PURCHASE AGREEMENT**

Property Address: 809 W. 1st St. **County Tax Parcel No:** 8914-12-151-011
Parcel Number: 27 Project Name: West 1st Street Cedar Falls IA 57 Reconstruction Project
Project Number STP-57-2(28)--2c-07

THIS AGREEMENT entered into this 12 **day of** November, 2018, **by and between Sailer Law, Seller and the City of Cedar Falls, Iowa, Buyer.**

1. Buyer agrees to buy and Seller hereby conveys Seller's leasehold interest in the following real estate, hereinafter referred to as the premises:

See Attached Legal Description of Acquisition Area
See Attached Acquisition Plat
See Attached Temporary Easement Area(s)

and more particularly described on page(s) 4-8, and all improvements of whatever type situated on the premises.

2. The Premises also includes all of the Seller's estates, rights, title and interests in any leaseholds, including easements as are described herein. Seller consents to any change of grade of the adjacent roadway and accepts payment under this agreement for any and all damages arising therefrom. Seller acknowledges full settlement and payment from Buyer for all claims per the terms of this agreement and discharges Buyer from liability because of this agreement and the construction of this public improvement project.

Seller is tenant on the property of the following owner: CVP Properties, LLC

3. In consideration of Seller's conveyance of Seller's leasehold interest in the premises to Buyer, Buyer agrees to pay to Seller the sum of One Hundred Dollars (\$100.00). Seller agrees to surrender physical possession of the premises effective upon commencement of construction activity. Seller also agrees to execute a Temporary Grading Easement for Construction, a copy of which is attached hereto.
4. Seller grants to the City a Fee Acquisition and Temporary Easement as shown on the attached Acquisition Plat and Temporary easement are plat. Any Temporary Construction Easement shall terminate upon completion of the project.
5. Possession of the premises is the essence of this agreement and Buyer may enter and assume full use and enjoyment of the Seller's interest in the premises per the terms of this agreement. Seller grants Buyer the immediate right to enter the premises for the purpose of gathering survey and soil data.
6. This agreement shall apply to and bind the legal successors in interest of the Seller.
7. Any portion of the premises served by the above project shall be graded, shaped and seeded, if applicable, upon completion of the project by the Buyer.
8. This written agreement and all attachments hereto constitute the entire agreement between the Buyer and the Seller and there is no agreement to do or not to do any act or deed except as specifically provided for herein.

9. The Seller states and warrants that, to the best of the Seller's knowledge, there is no known burial site, well, solid waste disposal site, private sewage disposal systems, hazardous substance or underground storage tank on the premises, except:

None Known

10. The Buyer hereby gives notice of Seller's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement as required by Section 6B.52 of the Code of Iowa.

SELLER'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the Buyer, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.

Sailer Law

Joslyn N. Sailer 11/12/18
Joslyn N. Sailer Date

Name Date

For an acknowledgment in a representative capacity:

State of IOWA County of BLACK HAWK

This record was acknowledged before me on November 12, 2018

by Joslyn N. Sailer Name(s) of individual(s)

as owner (type of authority, such as officer or trustee)

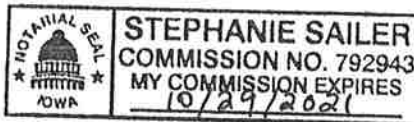
of Sailer Law, PLLC

(name of party on behalf of whom record was executed).

Stephanie Sailer
Signature of notarial officer

Stephanie Sailer
Printed name of notarial officer

10/29/2021
My commission expires



BUYER'S APPROVAL

By: _____
James P. Brown, Mayor (date)

By: _____
Jacqueline Danielsen, MMC (date)
City Clerk

MUNICIPALITIES ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF BLACK HAWK, ss:

This instrument was acknowledged before me on the _____ day of _____, 2018, by James P. Brown, Mayor, and Jacqueline Danielsen, MMC, City Clerk, of the City of Cedar Falls, Iowa.

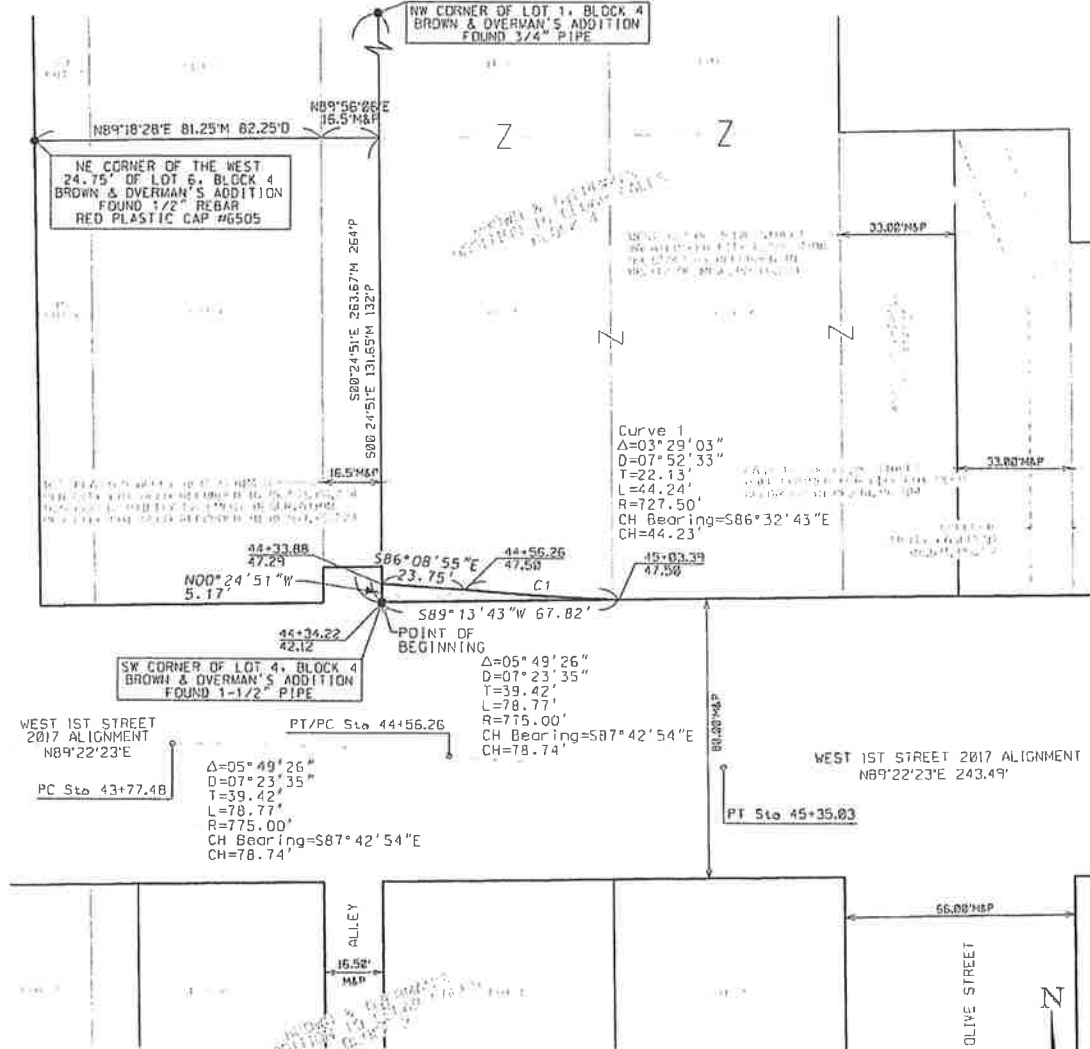
My Commission Expires:

Notary Public in and for the State of Iowa

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE 162 S.F. ☒ EASE _____ AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM CVP PROPERTIES, L.L.C

CITY OF CEDAR FALLS, IOWA



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coack 7-18-2018
TERRY COACK DATE:
License number 18643
My License Renewal Date is December 31, 2019
Pages covered by this seal: _____
EXHIBIT "A" ONLY

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)

0' 20' 40'

DATE REVISED _____

DATE DRAWN JANUARY 29, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

THE FEE SIMPLE TITLE GRANTED IS TO LAND DESCRIBED AS FOLLOWS:

A PART OF LOT 3 AND A PART OF LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 4, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH $00^{\circ}24'51''$ WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET; THENCE SOUTH $86^{\circ}08'55''$ EAST, 23.75 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.24 FEET AND WHOSE CHORD BEARS SOUTH $86^{\circ}32'43''$ EAST, 44.23 FEET TO A POINT ON THE SOUTH LINE OF SAID LOT 3; THENCE SOUTH $89^{\circ}13'43''$ WEST ALONG THE SOUTH LINE OF SAID LOT 3 AND LOT 4, A DISTANCE OF 67.82 FEET TO THE POINT OF BEGINNING AND CONTAINING 162 S.F.

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH $89^{\circ}13'43''$ WEST.

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2(28)-2C-07 PARCEL NO. 27
SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE ~~X~~ AC. EASE 1,591 S.F. ~~X~~ EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE _____
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE _____
ACQUIRED FROM CVP PROPERTIES, L.L.C.

A detailed plat map showing four lots along Olive Street. Lot 1 (leftmost) contains a building labeled "STANLEY'S". Lot 2 (second from left) contains a building labeled "WILLIAMSON'S" and has a diagonal alleyway labeled "ALLEY" running through it. Lot 3 (third from left) is mostly empty. Lot 4 (rightmost) contains a building labeled "NORTH OCEAN HOTEL". The street width is indicated as 66.00' M.F.P. A north arrow points upwards.

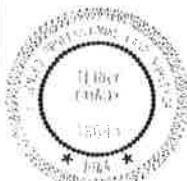
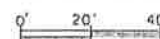


EXHIBIT "A" ONLY

- ▲ FOUND SECTION CORNER
- FOUND RIGHT OF WAY RAIL
- FOUND IDOT ALUM. CAP (UNLESS OTHERWISE NOTED)



SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 27

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

EASEMENT GRANTED FOR PUBLIC UTILITY DESCRIBED AS FOLLOWS:

A PART OF LOT 3, A PART OF LOT 4 AND THE WEST 1/2 OF VACATED OLIVE STREET ALL IN, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS, AN OFFICIAL PLAT, ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4 OF, BLOCK 4, BROWN & OVERMAN'S ADDITION TO CEDAR FALLS; THENCE NORTH 00°24'51" WEST ALONG THE WEST LINE OF SAID LOT 4, A DISTANCE OF 5.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 00°24'51" WEST ALONG SAID WEST LINE, 10.03 FEET; THENCE SOUTH 86°08'32" EAST, 24.73 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 717.50 FEET, WHOSE ARC LENGTH IS 72.93 FEET AND WHOSE CHORD BEARS SOUTH 87°42'54" EAST, 72.90 FEET; THENCE NORTH 89°22'23" EAST, 67.66 FEET TO THE EAST LINE OF SAID WEST 1/2 OF VACATED OLIVE STREET; THENCE SOUTH 00°24'51" EAST ALONG SAID EAST LINE, 9.30 FEET TO THE SOUTH LINE OF SAID BLOCK 4; THENCE SOUTH 89°27'31" WEST ALONG SAID SOUTH LINE, 33.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 3; THENCE SOUTH 89°13'43" WEST ALONG SAID SOUTH LINE OF BLOCK 4, A DISTANCE OF 64.33 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 727.50 FEET, WHOSE ARC LENGTH IS 44.23 FEET AND WHOSE CHORD BEARS NORTH 86°32'43" WEST, 44.23 FEET; THENCE NORTH 86°08'55" WEST, 23.75 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.04 AC. (1,591 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

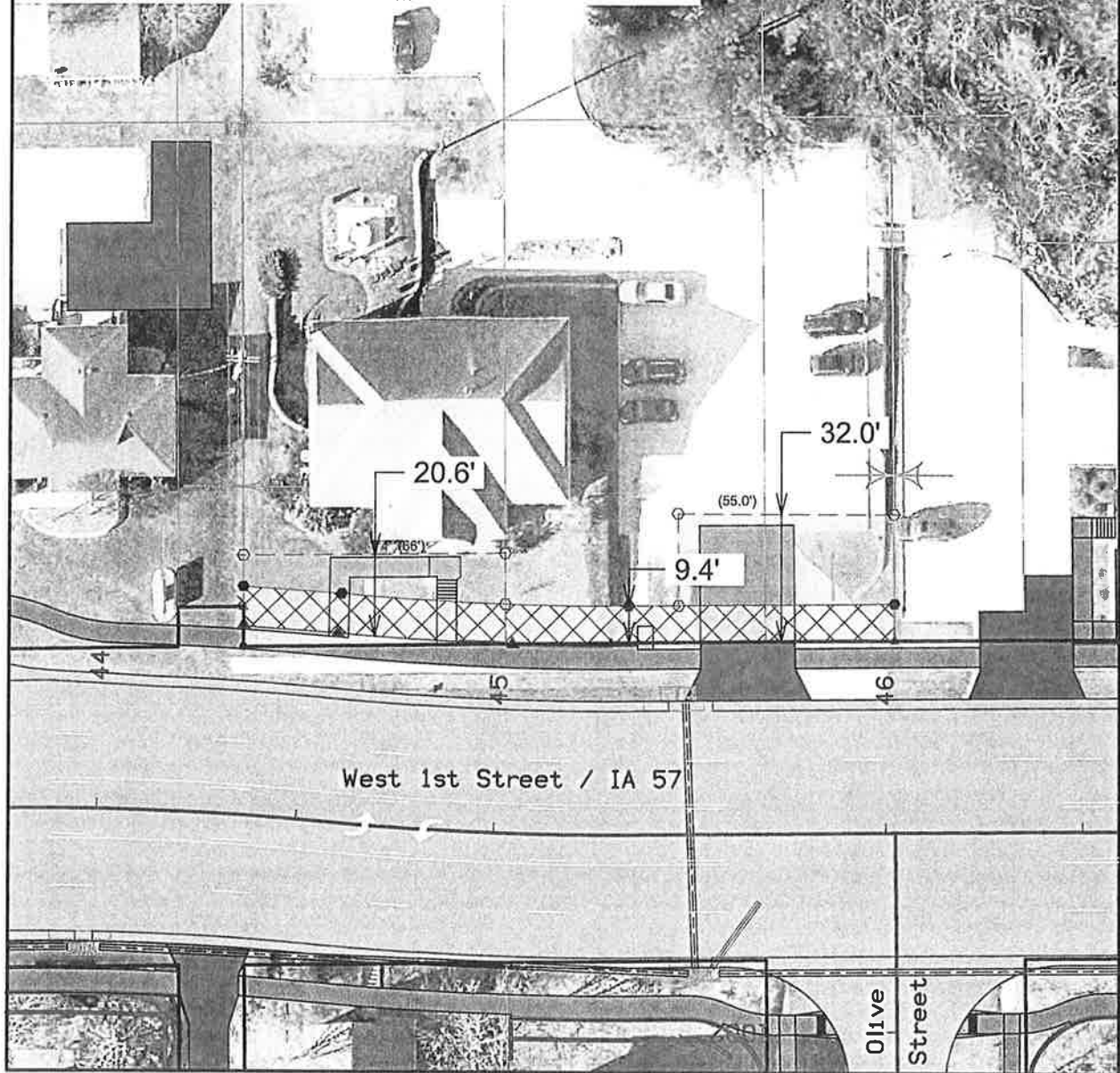
NOTE:

THE SOUTH LINE OF BLOCK 4 OF BROWN & OVERMAN'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR SOUTH 89°13'43" WEST.

LEGEND

- PROPOSED TEMPORARY EASEMENT
- PROPOSED FEE TITLE
- PROPOSED PERMANENT EASEMENT *
- PROPOSED ROADWAY
- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY/PARKING LOT
- EXISTING RIGHT-OF-WAY
- LOT LINE
- PROPOSED STORM SEWER
- W PROPOSED WATER MAIN
- PROPOSED WATER SERVICE
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY SERVICE
- RETAINING WALL

* INCLUDES UNDERLYING TEMPORARY EASEMENTS



PROJECT NAME: WEST 1ST STREET/IA 57 PCC PAVEMENT RECONSTRUCTION
 PARCEL 27 - CVP PROPERTIES, LLC

SCALE:
 1"= 40'

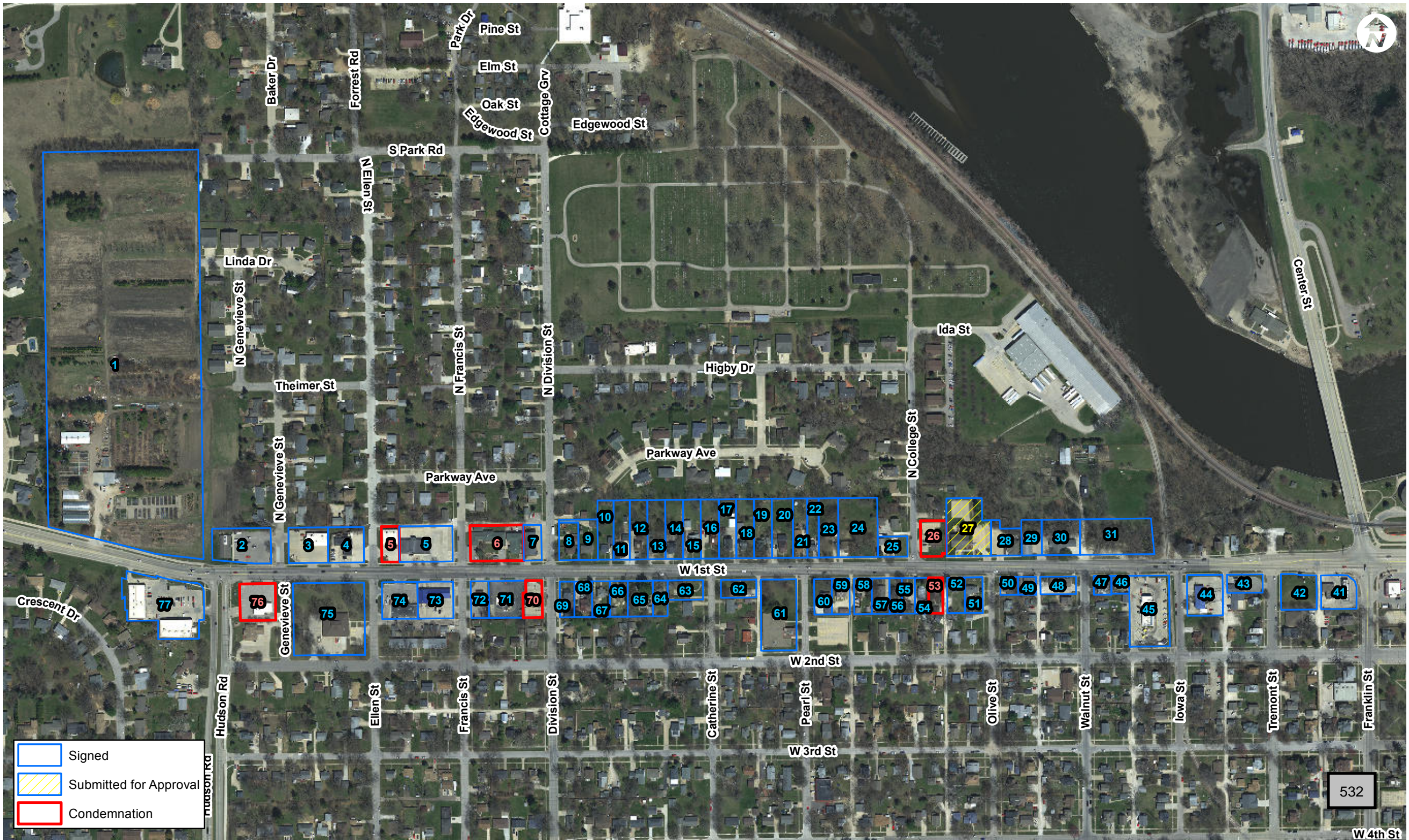
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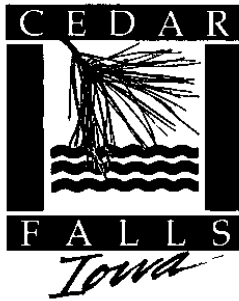
PROJECT #:
 STP-57-2(28)-2G-07



PLT:TDV1
 #PENTELLA
 #SHEETNAME

#PENTELLA
 #DATE
 #SHEETNAME





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 James P. Brown and City Council

FROM: Iris Lehmann, Planner II

DATE: February 14, 2019

SUBJECT: Certified Local Government Annual Report

In order to be eligible for the Certified Local Government (CLG) grant programs the City of Cedar Falls must have and maintain a Certified Local Government Agreement with the State of Iowa and the National Park Service. Under the CLG Agreement with the State, Historic Preservation Commissions are responsible for submitting an annual report summarizing the city or county's historic preservation work during the calendar year.

This report documents that the City of Cedar Falls' Historic Preservation Commission has met the requirements of the CLG program and would like to continue its CLG status. Approving this annual report for submittal aligns with City Council's Organization Goal # 5 to preserve the community's physical, human, and aesthetic assets by assuring that "Quality of life" services are available for the leisure, educational, cultural and personal enrichment of residents.

The Community Development Department recommends that City Council adopt the following:

1. Resolution approving and authorizing the submittal of the 2018 Certified Local Government (CLG)/Historic Preservation Commission annual report to the State Historic Preservation Office.

Please feel free to contact me if you have any questions or concerns.

XC: Stephanie Sheetz, Director of Community Development
Julie Etheredge, Chair, Historic Preservation Commission

[For SHPO use only]		
Received _____		
Minimum no. of meetings?	yes	no
Required training?	yes	no
Fully appointed commission?	yes	no
Has the commission been active?	yes	no
Has the commission accomplished at least one project?	yes	no
Comments: _____		

Approved/CLG in good standing	yes	no
More information requested _____		

Entered into database _____/_____		

**IOWA CERTIFIED LOCAL GOVERNMENT
2018 ANNUAL REPORT (January 2018-December 2018)**

NAME OF THE CITY, COUNTY, OR LAND USE DISTRICT: City of Cedar Falls

Section I.
Locating Historic Properties
Identification, Evaluation, and Registration Activity

CLG Standards found in CLG Agreement and National Historic Preservation Act

- ◆ The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, evaluation, and/or registration/nomination projects that your commission completed in 2018. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have these in our files. The Historic Preservation Commission was awarded a CLG grant to hire a consultant to prepare a nomination of the Wild Historic District to the National Register of Historic Places. The proposed Wild Historic District is comprised of 423, 501, and 509 W 1st Street. These three homes were determined by an IDOT Environmental Report to be eligible to the National Register because of their connection to Daniel and Margaret Wild. The project is on track to be completed in the summer of 2019.

2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2018? Please identify the property (historic name and address) and the action. **None**

3. In 2018, how many additional properties did your city place on its list **of locally designated** historic landmarks and/or historic districts?

Most of Iowa's CLGs do not have a local designation program. If you have questions about whether you have a locally designation program or not, please contact Paula Mohr before you complete this section.

*(As a reminder, **before** your elected officials approve or change local districts or ordinances, you must send a copy to the State Historic Preservation Office for review and comment. Please allow at least 45 days for our review. Please attach a copy of the final designation nomination(s) and ordinance(s).*

Date the ordinance(s) reviewed and commented by SHPO **0**

4. In 2018, what were the actions to revise, amend, change, or de-list a **locally designated** property? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, city Council, District Court or other governmental agency or official involved with the process. (use additional pages if needed) **None.**

Section II

Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
- ◆ The CLG shall provide for adequate public participation in the local historic preservation programs

4. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2018? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do! (use additional pages if needed)

- a. Historic preservation planning. Examples include the development or revision of a preservation plan, development of a work plan for your commission, etc. (use additional pages if needed) **In the fall of 2013, Tallgrass Historians, LLC undertook an Archaeological Survey of the area related to the 1st**

Street/Highway 57 repaving project being proposed by the IDOT and the City of Cedar Falls. During this Survey it was determined three homes associated with Daniel and Margaret Wild along the north side of 1st Street, constituted a "small district" eligible for the National Register of Historic Places designation. A State Historic Preservation Office Inventory form was prepared and was deemed eligible by Tallgrass Historians, LLC. These homes stand at 423, 501, and 509 West 1st Street. In December 2017 a Certified Local Government Grant was approved for funds to prepare all necessary documentation required to nominate the Wild District to the National Register of Historic Places. The project is on track to be completed in the summer of 2019. If the nomination is successful, this would be the first recognized residential historic district in the City of Cedar Falls.

- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. Please be specific (use additional pages if needed) The Historic Preservation Commission has been active in assisting with the National Register nomination, listed above, as needed. The Commission has been working with the Cedar Falls Historical Society to research grants and a plan for the preservation of the last brick road in Cedar Falls. In addition, the Commission has reviewed a request for a new communication satellite at 2005 Campus.
- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc. (use additional pages if needed) The Historic Preservation Commission partnered with the Tourism & Visitors Bureau, Historical Society, and Community Main Street to put together a Historic Cedar Falls Downtown walking tour and photo hunt that was held June-July 2018. All correctly completed entries were included in a drawing for architectural Legos, a Community Main Street gift certificate, tourism swag, or a book from the Historical Society. See attached handout.

On November 8, 2018 the Historic Preservation Commission partnered with Community Main Street and a local architect, Andrew Bell, to host a Historic District Tax Credit Information Session for stakeholders within the newly approved downtown historic district.

The Historic Preservation Commission in partnership with a professor at the University of Northern Iowa (Thomas Connors), Channel 15, and the Historical Society have been working together to create a filmed tour of the local Fairview Cemetery. Filming and research were completed in November 2017. Editing is in process. When completed the Historic Preservation Commission

will host a video premiere of the tour and the end product will be incorporated in Channel 15's programming.

The Historic Preservation Commission in partnership with the Cedar Falls Historical Society supervised and assisted a History Field Experience Student from the University of Northern Iowa on a research project to uncover whether the local Disc Golf course in Tourist Park was in fact the third oldest course in the United States. The project was completed in October of 2018. Although it was found that this local legend was false, there were still interesting findings that the Historic Preservation Commission is exploring to share with the public.

5. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions.

*(As a reminder, before your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for comment. Please allow at least 45 days for our review.) **None.***

7. If new or revised design standards and/or guidelines were developed and adopted during 2018, please attach a copy. **Not Applicable.**

8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? (use additional pages if needed) **The Commission continues to work on potential ways to help preserve an endangered historical structure, 1603 Mandalay Drive. The Commission is also looking into ways to preserve the last brick road in Cedar Falls and encourage the preservation of two other at risk structures (Sartori Hospital and a Mennonite church).**

9. Does your commission have a website and if so, what is the address? **There is a link to the Cedar Falls Historic Preservation Commission on the city's website (www.cedarfalls.com) under Government, Boards, and Commissions.**

Section III Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.

- Commission members will participate in state-sponsored or state-approved historic preservation training activities.

10. List dates of meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). **1/10/18, 2/13/18, 3/14/18, 4/11/18, 5/9/18, 6/13/18, 7/11/18, 8/1/18, 9/12/18, 11/14/18, 12/12/18.**

11. We recommend that each commission have a budget with a minimum of \$750 to pay for training and other commission expenses. In 2018, what was the dollar amount for the historic preservation commission's annual budget? **The Commission does not have its own budget. Reimbursement for Commissioner training and travel comes out of the Cedar Falls Community Development Department's budget.**

12. Where are your official CLG files located? **Files are electronically saved in the City's Planning and Community Services computers in a CLG folder dedicated to Historic Preservation activities. Paper copies are also kept by the City's project manager, Iris Lehmann.**

13. Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Please attach your work plan to your annual report.
<http://templatelab.com/work-plan/>

14. Please update the attached CLG Personnel Information Table (this must be completed).

15. Please attach biographical sketches for commissioners who were newly appointed in 2018 or 2019. Please be sure newly appointed commissioners sign and date their statement.

16. Please complete the 2018 Commission Training Table.

PLEASE SIGN and DATE

Signature of person who completed this report *Date*

Signature of Mayor or Chairman of the Board of Supervisors *Date*

Please retain a copy for your official CLG file and send a PDF of the signed document to paula.mohr@iowa.gov. OR you can mail a hard copy with original signatures to the address below. The deadline is February 28, 2019.

Paula A. Mohr
State Historical Society of Iowa
600 East Locust St,
Des Moines IA 50319-0290
Paula.mohr@iowa.gov

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!

2018 Historic Preservation Training Table

An important requirement of the Certified Local Government program is annual state-sponsored or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including on-line training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Training Session: **2018 FORUM**

Sponsoring organization: **National Alliance of Preservation Commissions**

Location: **Des Moines, Iowa**

Date: **July 2018**

Names of commission members, staff and elected officials who attended the Preserve Iowa Summit (*please note this must be completed. If no one attended, enter none*):

Julie Etheredge (commission member), Jeff Schlobohm (commission member), Iris Lehmann (staff), and Karen Howard (staff)

Biographical Sketch
Applicant for Historic Preservation Commission

NAME: Meridith Main

ADDRESS: 2311 Green Creek Rd, CF 50613

WORK PHONE NUMBER WORK: (319) 277-0213

HOME PHONE NUMBER: (319) 240-7971

EMAIL ADDRESS: meridithmain@gmail.com

INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation)

EDUCATION: BA History

EMPLOYMENT: Community Main Street

INTERESTS: Public History

While serving on the Cedar Falls Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.

Meridith Main
Signature

2/13/2019
Date

CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during calendar year 2018:

Julie Etheredge, Jeff Schlobohm, Jeanine Johnson, Biff Rocha, Donna Bash (stepped down), and Meridith Main (filled opening).

B. CHIEF ELECTED OFFICIAL 2018 (note this is beginning January 2019)

Name of Mayor, Chairman of Board of Supervisors, or President of LUD Trustees:

First Name: Jim

Last Name: Brown

Mailing Address: 220 Clay Street, Cedar Falls, IA, 50613

Phone Number: (319) 268-5118

Email Address: Jim.Brown@cedarfalls.com

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION

First Name: Iris

Last Name: Lehmann

Job Title: Planner II

Mailing Address: 220 Clay Street, Cedar Falls, IA 50613

Phone Number: (319) 268-5185

Email Address: Iris.Lehmann@cedarfalls.com

2019 HISTORIC PRESERVATION COMMISSION: Please note that this is for 2019

Please complete the following and provide information about your new 2019 commission.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Historic District). Specify the month, day, and year that the commissioner's term will end (Term Ends). If a commission member serves as contact with the State Historic Preservation Office for the Commission, please circle yes. **Electronic and mailed communication will be sent to the staff person for the commission and the contact.**

CHAIRPERSON/COMMISSIONER

First Name Julie

Last Name: Etheredge

Mailing Address (please provide full mailing address including city and zip code): **322 W. 6th St. Cedar Falls IA 50613**

Home Phone Number: **(319) 269-5710**

Work Phone Number: (319) 233-8419

Email Address: juliee@invisionarch.com

Representative, Name of Local Historic District: **N/A**

Term Ends: Month 3 Day 31 Year 2020

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

VICE CHAIRPERSON/COMMISSIONER

First Name Jeff

Last Name: Schlobohm

Mailing Address (please provide full mailing address including city and zip code): 1910 Grand Blvd. Cedar Falls IA 50613

Home Phone Number: (319) 610-1663

Work Phone Number: (319)-226-1784

Email Address: Schlobohmj@cfu.net

Representative, Name of Local Historic District: N/A

Term Ends: Month 3 Day 31 Year 2019 (not continuing)

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes ☐ No ☒

COMMISSIONER

First Name Jeanine

Last Name: Johnson

Mailing Address (please provide full mailing address including city and zip code): 509 Clay St. Cedar Falls, IA 50613

Home Phone Number: (319) 266-3070

Cell Phone Number: (319) 610-0554

Email Address: jjohnson@cfu.net

Representative, Name of Local Historic District: N/A

Term Ends: Month 3 Day 31 Year 2019 (will renew term 2022)

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes ☐ No ☒

COMMISSIONER

First Name Biff

Last Name: Rocha

Mailing Address (please provide full mailing address including city and zip code): 4520 Ashworth Dr., Apt 4, Cedar Falls, IA 50613

Home Phone Number: Cell: (937) 750-1688

Work Phone Number: (319) 266-9863

Email Address: BiffRocha1@aol.com

Representative, Name of Local Historic District: N/A

Term Ends: Month 3 Day 31 Year 2019 (not continuing)

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes ☐ No ☒

COMMISSIONER

First Name: Meridith

Last Name: Main

Mailing Address (please provide full mailing address including city and zip code): 2311 Green Creek Road, Cedar Falls, IA 50613

Home Phone Number: (319-240-7971

Work Phone Number: (319) 277-0213

Email Address: MeridithMain@gmail.com

Representative, Name of Local Historic District: N/A

Term Ends: Month 3 Day 31 Year 2020

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes ☐ No ☒

Cedar Falls Historic Preservation Commission Work Plan 2019

Project Title:	Wild Historic District
Project Scope of work:	Utilize a Certified Local Government (CLG) grant to hire a professional to prepare a nomination of the Wild Historic District (423, 501, and 509 W 1st Street) to the National Register of Historic Places.
Persons responsible:	Jeanine Johnson (Lead Commissioner), Iris Lehmann (grant administration), Susan Card (lead volunteer)
Timeline:	<ul style="list-style-type: none"> • January to March - Consultant works on second draft of the nomination documents. • March 18 or earlier - draft submitted to SHPO • Early April - Open House with Stakeholders • May - HPC recommendation to City Council, Council acts on nomination • June 14 - SNRC meeting to review nomination • July - final revisions are made and nomination submitted to SHPO • August – grant close out
Expected outcome:	Successful nomination and first recognized residential historic district in the City of Cedar Falls.
Project Title:	Intensive Survey – W 16th Street (Part 1)
Project Scope of work:	Intensive Survey of the properties around the last 2 blocks of brick street in Cedar Falls.
Persons responsible:	Iris Lehmann (grant administration), <i>Commission lead to be determined, volunteers and potential partnerships to be determined.</i>
Timeline:	<ul style="list-style-type: none"> • May – reach out to neighbors about effort to start gathering volunteers and start work on application • Summer 2019 (last year the deadline was in August 1) submit application for grant
Expected outcome:	The inventory will prove the potential of a district and used to apply for a Transportation Alternative Program (TAP) grant to help fund the preservation of the street.
Project Title:	Tour of Fairview Cemetery
Project Scope of work:	Partnership with a professor at the University of Northern Iowa (Thomas Connors), Channel 15, and the Historical Society to create a filmed tour of the local Fairview Cemetery.
Persons responsible:	For the filming: Jeff Schlobohm (Lead Commissioner), Thomas Connors (lead volunteer), and other volunteers to host.
Timeline:	Filming and research were completed in November 2017. Waiting on Channel 15 to finish editing.
Expected outcome:	Host a video premiere of the tour and the end product will be incorporated in Channel 15's programming.

Project Title:	Additional projects to be determined ...
Project Scope of work:	
Persons responsible:	
Timeline:	
Expected outcome:	

HISTORIC CEDAR FALLS DOWNTOWN TOUR & PHOTO HUNT

Courtesy of the Cedar Falls Historic Preservation Commission in partnership with Community Main Street, Historical Society, and Cedar Falls Tourism.

Write the location numbers from the map in the circles on the corresponding photos on the reverse side.



In observance of the Cedar Falls Tourism & Visitors Bureau's 30th anniversary, we have selected 30 features to identify in this downtown tour.

All correctly completed entries will be included in a drawing for architectural Legos, a Community Main Street gift certificate, tourism swag, or a book from the Historical Society.

Mail or drop off your completed form by July 9th to the Community Main Street office (206 Main Street Suite B, Cedar Falls, IA 50613), Cedar Falls City Hall, Cedar Falls Public Library, or Cedar Falls Tourism & Visitors Bureau.

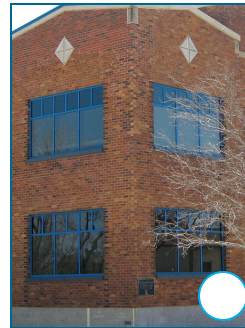
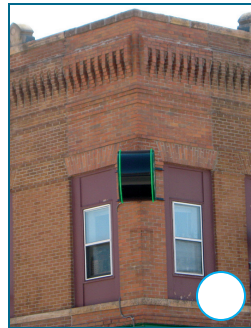
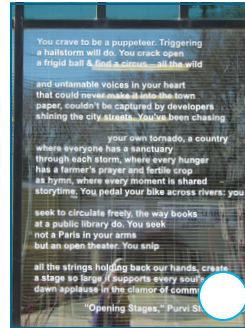
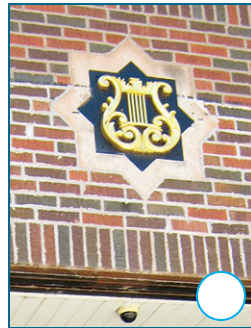
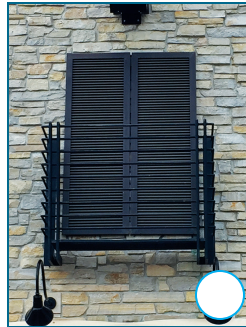
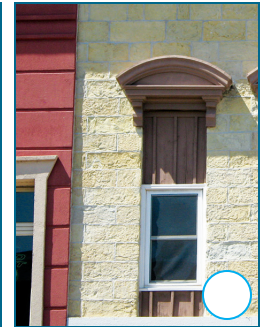
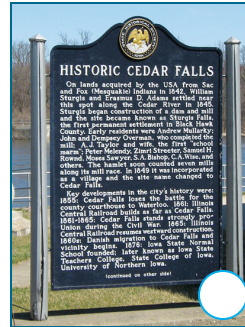
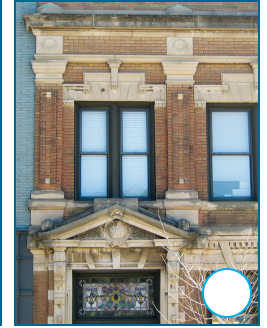
Please include the following:

Name: _____

Address: _____

Phone: _____

Email: _____





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 *Administration Division*

TO: Mayor Brown and City Council
FROM: Stephanie Houk Sheetz, AICP, Director of Community Development
DATE: February 13, 2019
SUBJECT: University Avenue Reconstruction Project – Phase 2
Project No. RC-000-3114

Staff has been coordinating with the City of Waterloo regarding improvements at the intersection of University Avenue/Midway Boulevard. Following the transfer of jurisdiction of University Avenue to the City of Waterloo in Summer 2016, Waterloo began design for reconstruction.

Cedar Falls University Avenue Phase 2 project was bid in late 2016, including an overlay to the Midway Boulevard intersection. As Waterloo's design proceeded, we agreed full reconstruction of the Midway intersection should be completed. Cedar Falls removed overlay work from its Phase 2 contract.

Attached is a joint project agreement related to the intersection's reconstruction. Waterloo is bidding reconstruction of University Avenue from Midway Boulevard to Greenhill Road. The Midway intersection is included and would be substantially complete by the end of 2019. There may be remaining work in 2020 such as driveway approaches, trail/sidewalk, and the signal installation. During 2019 construction, traffic would move to one side of the road, with one lane in each direction, just as other portions have been in Cedar Falls. The switch would generally be located mid-block between Cedar Heights Drive and Midway Boulevard.

Staff has been working with the City of Waterloo on this agreement and feels it appropriately provides for the necessary work and cost share to do so. The City of Waterloo approved the agreement at their February 11, 2019 meeting. The Department of Community Development recommends approving the agreement. CIP #84 for University Avenue Reconstruction anticipated a cost share to complete this area.

xc: Ron Gaines, PE, City Administrator
Chase Schrage, Principal Engineer

JOINT PROJECT AGREEMENT

This Joint Project Agreement (the "Agreement") is entered into as of _____, 2019, by and between the City of Waterloo, Iowa ("Waterloo") and the City of Cedar Falls, Iowa ("Cedar Falls").

RECITALS

WHEREAS, each party is reconstructing certain portions of University Avenue, and in the 2017-2018 construction seasons Cedar Falls substantially completed rebuilding that portion identified as "existing pavement" on Exhibit A attached hereto, and in the 2019-2020 construction seasons Waterloo will rebuild that portion identified as "new pavement" on said Exhibit A; and

WHEREAS, the intersection of Midway Drive with University Avenue (the "Intersection") contains elements in which the parties have mutual interest due to its location at the shared boundary of each city, and the parties will gain mutual benefit through cost efficiencies, elimination of redundant work, and more seamless connection of public infrastructure by working cooperatively for completion of the Intersection on the terms set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises exchanged herein, and for other consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Purpose.** The purpose of this Agreement is as described in the recitals set forth above.
2. **Term and Termination.** This Agreement shall be in effect until completion of construction of the Intersection, including but not limited to the public streets that comprise the Intersection, related storm sewer, and traffic signals. This Agreement may be terminated otherwise only by the mutual written agreement of the parties or by the non-breaching party after a material breach of the terms of this Agreement by the other party which is not cured within 45 days of written notice of such breach.
3. **Funding.** Each party shall bear project costs as described in this Agreement, and shall be responsible for its own financing of same.
4. **Property.** There will be no joint ownership of any personal or real property, other than as specified in paragraph 7 below.

5. **Administration.** The parties expressly do not provide herein for the creation of a separate legal or administrative entity to carry out the purposes of this Agreement. The parties will cooperate with each other in good faith and on a timely basis to resolve any issues that arise during the term hereof. Each party will perform, in a good and professional manner, all project responsibilities allocated to it hereunder.

6. **Construction of Street and Public Infrastructure.** Each party is responsible for design and inspection of those portions of the project work that lie within its respective city limits and shall solely bear all of such costs. Based on a coordinated set of designs, Waterloo shall prepare plans, specifications, estimate of quantities, and estimate of cost and submit them to Cedar Falls for review and comment. After said plan, specifications and estimates have been approved by the parties, Waterloo shall put the contract out for bid, evaluate qualifying bids received, and award the contract to the lowest responsible bidder. Waterloo shall be responsible for administration of the contract of construction and shall bear all costs of administration and oversight, except for inspection within the city limits of Cedar Falls which shall be the responsibility of Cedar Falls. Cedar Falls shall be notified in advance of meetings involving the Intersection work. Cedar Falls shall have the right of review and acceptance, in advance of acceptance or approval by Waterloo, with respect to any change orders as well as final acceptance of construction for that portion of the project within the Cedar Falls city limits. For change orders that are approved by both parties that result in increased or decreased costs, such additional costs or reductions shall be borne or credited as the case may be by each party in proportion to the size of the areas within each party's city limits that are directly affected by the change order; or, if no proportion can be reasonably determined, then equally. Each party shall be responsible for street and infrastructure construction costs within its own city limits as shown by preliminary cost estimates outlined in Exhibit B with final costs based on as-completed construction costs.

7. **Traffic Signals.** Traffic signal removal and installation of new traffic signals and luminaire extensions at the Intersection will be administered by Waterloo. The parties shall equally share the actual, as-completed cost of such removal and installation. After installation, Waterloo and Cedar Falls shall jointly own the traffic signals. After installation the allocation of responsibility shall be as follows:
 - a. Cedar Falls shall pay the electric bills for operation of the signal and luminaire extensions.
 - b. Waterloo shall complete all routine maintenance of the signal and luminaire extensions,
 - c. In cases where (a) an act of nature that is not covered through reimbursable funding or (b) a non-reimbursable incident occurs, then Waterloo and Cedar Falls will equally share the cost of damage repair or replacement, including parts and labor.

8. **Street Maintenance.** By separate agreement, the parties may provide for allocation of responsibility between them for routine maintenance of streets at the Intersection and its near vicinity, including but not limited to ice control and snow plowing.

9. **Project Payments & Timing.** Waterloo shall be responsible for administering all payments to contractors. Upon fifty percent completion of the Intersection Waterloo will bill Cedar Falls and Cedar Falls will remit payment for fifty percent of the completed Intersection costs identified as Cedar Falls' responsibility in Exhibit B. This payment will be sent to Waterloo within sixty (60) days of said billing. Upon project completion and final acceptance of the

Intersection by both Cedar Falls and Waterloo, Waterloo will bill Cedar Falls for the remaining portion of Intersection costs identified as Cedar Falls' responsibility in Exhibit B with final costs based on as-completed construction costs. This payment will be sent to Waterloo within sixty (60) days of said billing.

Fifty percent completion occurs when the staging change is made that switches traffic, from the start of construction, to the opposite side of University Avenue roadway in order to complete the remainder of construction of the Intersection.

10. **Timing.** Waterloo shall make every effort to construct the Intersection in a timely fashion. Barring the occurrence of force majeure, unavoidable delays or like factors as defined in the construction contract, all project work described in Sections 6 and 7 is anticipated to begin in 2019, with the street and sewer and water infrastructure to be completed in 2019, with the possibility that driveways, sidewalks, landscaping, and traffic signals may not be completed until 2020.
11. **General Terms.** This Agreement, including all exhibits hereto, constitutes the entire agreement of the parties with respect to the subject matter hereof. It may be amended only by the mutual written agreement of the parties. This Agreement is binding upon and shall inure to the benefit of the parties. Time is of the essence in the performance of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Joint Project Agreement by their duly authorized representatives as of the date set forth below the signature of each party.

CITY OF WATERLOO, IOWA

CITY OF CEDAR FALLS, IOWA

By: _____
 Quentin M. Hart, Mayor

By: _____
 James P. Brown, Mayor

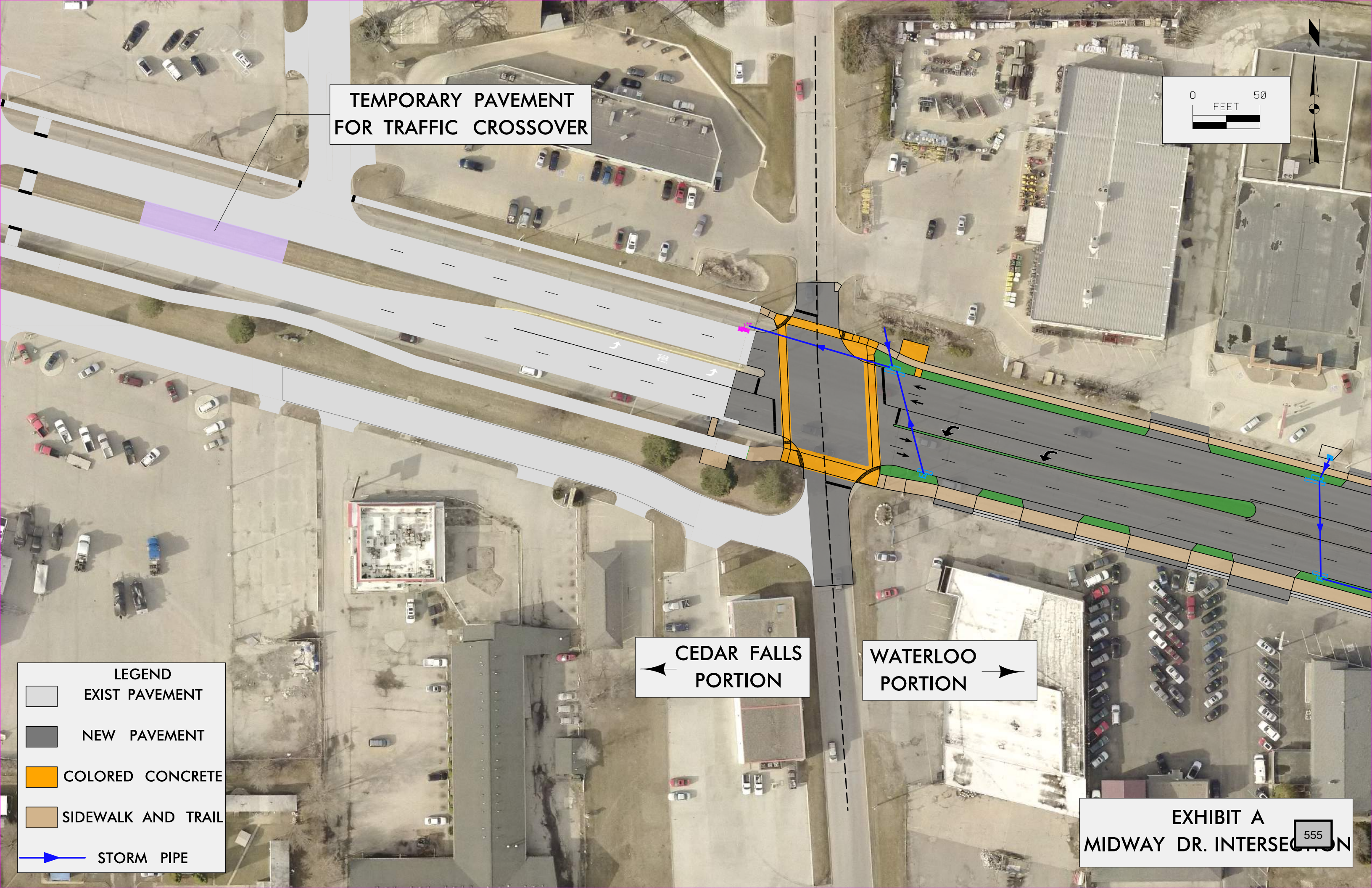
Attest: _____
 Kelley Felchle, City Clerk

Attest: _____
 Jacque Danielsens, City Clerk

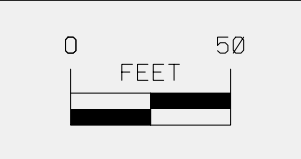
Dated _____

Dated _____

EXHIBIT A
Midway Drive Intersection



TEMPORARY PAVEMENT
FOR TRAFFIC CROSSOVER



LEGEND

- EXIST PAVEMENT
- NEW PAVEMENT
- COLORED CONCRETE
- SIDEWALK AND TRAIL
- STORM PIPE

← CEDAR FALLS
PORTION

WATERLOO
PORTION →

EXHIBIT A
MIDWAY DR. INTERSECTION

555

EXHIBIT B
Preliminary Project Costs by Jurisdiction

Exhibit B
28E Agreement Cost Estimate
City of Cedar Falls & City of Waterloo
University Avenue Reconstruction - Phase 2
Project Number #933
Midway Drive
April 12, 2018

	ITEM CODE	ITEM DESCRIPTION	UNIT	UNIT PRICE	Cedar Falls			Cedar Falls Utilities			Waterloo			Total		
					QUANTITY	SUBTOTAL		QUANTITY	SUBTOTAL		QUANTITY	SUBTOTAL		QUANTITY	SUBTOTAL	
DIVISION 2 • EXCAVATION AND GRADING																
		TOPSOIL, CONTRACTOR FURNISH	CY	\$ 25.00	80	\$ 2,000.00					160.00	\$ 4,000.00		240.00	\$ 6,000.00	
		EXCAVATION, CLASS 10, ROADWAY & BORROW	CY	\$ 12.00	340.0	\$ 4,080.00					1850.00	\$ 22,200.00		2190.00	\$ 26,280.00	
		SUBGRADE PREPARATION, 12 IN.	SY	\$ 2.00	815	\$ 1,630.00					4200.00	\$ 8,400.00		5015.00	\$ 10,030.00	
		MODIFIED SUBBASE	SY	\$ 11.00	815	\$ 8,965.00						46200.00	\$ 5015.00		\$ 55,165.00	
DIVISION 4 • SEWERS AND DRAINS																
		STORM SEWER, TRENCHED, RCP, CLASS III, 15 IN.	LF	\$ 55.00	40.00	\$ 2,200.00					285.00	\$ 15,675.00		325.00	\$ 17,875.00	
		REMOVAL STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	LF	\$ 15.00	45.00	\$ 675.00					66.00	\$ 990.00		111.00	\$ 1,665.00	
		SUBDRAIN, HDPE, CASE B, 6 IN.	LF	\$ 10.00	165.00	\$ 1,650.00					915.00	\$ 9,150.00		1080.00	\$ 10,800.00	
		SUBDRAIN, CONNECTION TO INTAKE OR STORM SEWER	EA	\$ 200.00	4	\$ 800.00					10.00	\$ 2,000.00		14.00	\$ 2,800.00	
DIVISION 5 • WATER MAIN AND APPURTENANCES																
5.03		WATER MAIN, TRENCHED, DUCTILE IRON PIPE, 12 IN.	LF	\$ 130.00		\$ -	42.00	\$ 5,460.00			700	\$ 91,000.00		742.00	\$ 96,460.00	
5.38		VALVE, GATE, 12 IN.	EA	\$ 2,500.00		\$ -	1.00	\$ 2,500.00			5	\$ 12,500.00		6.00	\$ 15,000.00	
		CONNECTION TO EXISTING WATER MAIN	EA	\$ 2,000.00		\$ -	1.00	\$ 2,000.00			1.00	\$ 2,000.00		2.00	\$ 4,000.00	
DIVISION 6 • STRUCTURES FOR SANITARY AND STORM SEWER																
6.02		MANHOLE, STORM SEWER, SW-401, 48 IN.	EA	\$ 5,000.00	0.5	\$ 2,500.00					0.50	\$ 2,500.00		1.00	\$ 5,000.00	
DIVISION 7 • STREETS AND RELATED WORK																
7.01		PAVEMENT, PCC, CLASS C, 8.5 IN.	SY	\$ 42.00	245.00	\$ 10,290.00					215.00	\$ 9,030.00		460.00	\$ 19,320.00	
7.02		PAVEMENT, PCC, CLASS C, 10 IN.	SY	\$ 44.00	335.00	\$ 14,740.00					3035.00	\$ 133,540.00		3370.00	\$ 148,280.00	
7.03		CURB AND GUTTER, PCC, VARIABLE WIDTH	LF	\$ 35.00	75	\$ 2,625.00					335.00	\$ 11,725.00		410.00	\$ 14,350.00	
7.07		SHARED USE PATH, PCC, 6 IN.	SY	\$ 46.00		\$ -					360.00	\$ 16,560.00		360.00	\$ 16,560.00	
7.08		SIDEWALK, PCC, 5 IN.	SY	\$ 43.00	25	\$ 1,075.00					210.00	\$ 9,030.00		235.00	\$ 10,105.00	
7.09		SIDEWALK RAMP, PCC, 6 IN.	SY	\$ 65.00	55	\$ 3,575.00					95.00	\$ 6,175.00		150.00	\$ 9,750.00	
7.10		DETECTABLE WARNINGS	SF	\$ 34.00	55	\$ 1,870.00					50.00	\$ 1,700.00		105.00	\$ 3,570.00	
7.16		REMOVAL, ROADWAY PAVEMENT	SY	\$ 7.00	1260.00	\$ 8,820.00					4600.00	\$ 32,200.00		5860.00	\$ 41,020.00	
7.18		SAWCLUT	LF	\$ 6.00	117.5	\$ 705.00					200.00	\$ 1,200.00		317.50	\$ 1,905.00	
7.20		TEMPORARY PAVEMENT	SY	\$ 50.00	200	\$ 10,000.00					200.00	\$ 10,000.00		400.00	\$ 20,000.00	
DIVISION 8 • TRAFFIC SIGNALS AND TRAFFIC CONTROL																
8.09		TEMPORARY TRAFFIC SIGNALS (MIDWAY DRIVE)	LS	\$ 12,000.00	0.5	\$ 6,000.00					0.50	\$ 6,000.00		1.00	\$ 12,000.00	
8.15		TEMPORARY BUSINESS ACCESS SIGN	EA	\$ 175.00	8	\$ 1,400.00						\$ -		8.00	\$ 1,400.00	
		REMOVAL OF TRAFFIC SIGNALIZATION (MIDWAY DRIVE)	LS	\$ 7,000.00	0.5	\$ 3,500.00					0.50	\$ 3,500.00		1.00	\$ 7,000.00	
		TRAFFIC SIGNAL (MIDWAY DRIVE)	LS	\$ 230,000.00	0.5	\$ 115,000.00					0.50	\$ 115,000.00		1.00	\$ 230,000.00	
DIVISION 9 • SITE WORK AND LANDSCAPING																
9.01		HYDRAULIC SEE, FERT. & MULCH, TYPE 1 (PERM. LAWN MIXTURE)	ACRE	\$ 4,500.00	0.02	\$ 90.00					0.08	\$ 360.00		0.10	\$ 450.00	
9.08		SILT FENCE	LF	\$ 3.00	100	\$ 300.00						\$ -		100.00	\$ 300.00	
9.09		SILT FENCE, REMOVAL	LF	\$ 0.50	100	\$ 50.00						\$ -		100.00	\$ 50.00	
9.11		INLET PROTECTION DEVICE	EA	\$ 150.00	2	\$ 300.00						\$ -		2.00	\$ 300.00	
DIVISION 12 - SIGNS AND PAVEMENT MARKINGS																
12.02		POSTS FOR SIGNS, STEEL	LF	\$ 10.00	10	\$ 100.00					10.00	\$ 100.00		20.00	\$ 200.00	
12.03		ANCHOR POST, STEEL	EA	\$ 65.00	1	\$ 65.00					1.00	\$ 65.00		2.00	\$ 130.00	
12.04		TYPE A SIGNS	SF	\$ 18.00	16.5	\$ 297.00					18.00	\$ 324.00		34.50	\$ 621.00	
12.05		PAINTED PAVEMENT MARKINGS, WATERBORNE	STA	\$ 30.00	4	\$ 120.00					6.00	\$ 180.00		10.00	\$ 300.00	
12.07		REMOVABLE TAPE MARKINGS, WET RETROREFLECTIVE	STA	\$ 110.00	32	\$ 3,520.00					80.00	\$ 8,800.00		112.00	\$ 12,320.00	
12.08		PAVEMENT MARKINGS REMOVED	STA	\$ 50.00	32	\$ 1,600.00					80.00	\$ 4,000.00		112.00	\$ 5,600.00	
SUBTOTAL						\$ 210,542.00			\$ 9,960.00		\$ 586,104.00			\$ 806,606.00		
CONTINGENCY (20%)						\$ 42,108.40			\$ 1,992.00		\$ 117,220.80			\$ 161,321.20		
TOTAL ESTIMATED CHANGE ORDER						\$ 252,650.40			\$ 11,952.00		\$ 703,324.80			\$ 967,927.20		

*Please note this is a Preliminary Estimate and not an all inclusive list of bid items.



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 James P. Brown and City Council
FROM: Karen Howard, Planning & Community Services Manager
DATE: February 14, 2019
SUBJECT: Contract for Consultant Services with Community ReCode, LLC
Downtown Visioning & Zoning Code Update Project

The Department of Community Development issued a Request for Proposals (RFP) for consultant services to assist the City in developing a detailed vision plan for Downtown Cedar Falls and near neighborhoods and to develop new zoning standards to implement the vision plan. The study area includes the central business district (CBD) and areas surrounding the CBD that transition into the traditional residential neighborhoods to the west. It also includes the extended Main Street corridor and areas immediately south and northwest of the downtown along the south side of the Cedar River. The study area is illustrated on the attached map in Exhibit D.

The City received nine proposals to perform the work described in the RFP.

A staff committee reviewed and scored each proposal independently based on a number of criteria, including:

- Qualifications of the lead consultant and the project team
- Past experience in working on similar projects in cities similar to Cedar Falls
- Technical approach and project understanding
- Team dynamics and whether the project team has worked together on similar projects in the past
- Specific experience leading community visioning efforts and developing zoning standards to achieve the desired vision.

Out of the nine submittals, the staff committee interviewed the three consultant teams with the top-scoring proposals and followed up with reference calls. After reviewing the proposals, conducting interviews, and contacting references, the staff committee determined that the best fit for the project was the team put together by Ferrell Madden, LLC in partnership with Community ReCode, LLC. Ferrell Madden, LLC will provide project management and take the lead in code drafting for the team. They have extensive experience conducting community visioning and translating those vision plans into zoning regulations. Community ReCode, LLC will be the contracting entity and will

provide extensive knowledge and services regarding zoning, land use and planning law, along with knowledge of Iowa-specific law. The rest of the team is equally impressive and includes architecture, urban design, graphic design, and meeting facilitation for the visioning process from the firms Common Ground and Urban Advantage. Alta Planning + Design will take the lead on transportation, parking, and engineering issues. Finally, as a part of the proposed scope of services Partners for Economic Solutions will conduct economic and market analysis to ensure that the vision plan and the new zoning are grounded in local market realities.

The general scope of services outlined in this contract includes the following components:

- **Task 1– Project Organization, Management, and Goal-setting**
This task will include detailed project organization, travel by key members of the consultant team to Cedar Falls for initial meetings with City staff, preliminary physical site analysis, and document collection. It will also include the City Council goal-setting session, a first round of interviews with stakeholders and may include an initial public kick-off meeting or workshop.
- **Task 2 – Documentation, Review and Analysis**
The consultant team will conduct a detailed analysis, completed both on- and off-site. Such analysis is integral to leading the public design workshop and developing the illustrative vision plan; and will provide the framework for the new zoning district(s) for the Downtown study area. This work will overlap with Task One and continue through the beginning of Task Three.
- **Task 3 – Public Design Workshop and Vision Plan**
This task will include a full public design charrette process. Building on initial analysis and gathering additional input from citizens, stakeholders, staff, and elected leaders through the charrette process described below, the consultant team will explore site-specific urban design scenarios addressing a series of questions related to character, scale and intensity of development; physical transitions and connections to surrounding areas; and potential range of uses. This information will be used to develop an illustrative vision plan and draft zoning standards for the Downtown project area.
- **Task 4 – Development of Zoning Code to Implement the Vision Plan**
Task will include drafting detailed zoning standards to supersede, in part or in whole, the present zoning for the Downtown study area. In addition, the team will review the entire zoning ordinance to develop a framework for integrating the new zoning. The administrative and development review processes will be reviewed and updated as necessary.

The amount of the contract is \$185,000.00, all inclusive of expenses. Staff has requested an optional service to present the draft code to the Planning & Zoning Commission at a separate meeting, if necessary and approved by the City's Project Manager. This optional service, if used, would not exceed \$4000.00. In addition, at the

City Council's discretion, the scope and fee of the agreement may be adjusted through supplemental agreement for the following tasks:

- Additional Task 1: Drafting or revisions to the current zoning regulations for topics or content outside of the scope of work of the Downtown Visioning and Zoning Code Update for a specific scope of work and fee amount to be determined by the City;
- Additional Task 2: Creation of a vision plan, zoning code, and/or zoning code amendments for one or more additional specific geographic areas, such as the College Hill Neighborhood, at a scope of work and fee to be determined by the City.

CIP #101 plans for the costs of this project, utilizing a combination of Downtown Urban Renewal Area (TIF) and General Revenue. Please note that final details of the insurance requirements are being worked out with the consultant. Staff anticipates resolution of these final details by the time of the City Council meeting on February 18.

The Department of Community Development requests your consideration and approval of the attached agreement with Community ReCode, LLC for consultant services for the Downtown Visioning & Zoning Code Update Project.

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

Attachments:

- Professional Service Agreement
- Exhibit A: Scope of Services
- Exhibit B: Insurance Requirements
- Exhibit C: Standard Terms and Conditions
- Exhibit D: Study Area Map

xc: Ronald Gaines, City Administrator
Stephanie Sheetz, Director of Community Development



DEPARTMENT OF COMMUNITY DEVELOPMENT

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

*Administration Division ♦ Planning & Community Services Division
Phone: 319-273-8600 Fax: 319-273-8610*

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

*Water Reclamation Division
Phone: 319-273-8633 Fax: 319-268-5566*

PROFESSIONAL SERVICE AGREEMENT

Downtown Visioning & Zoning Code Update Cedar Falls, Iowa City Project Number PZ-000-3184

This Agreement is made and entered by and between Community ReCode LLC, 617 Marion Street, Denver, CO 80218, 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 standards in existence at the time of performance of the Services. 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.

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

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.
- (c) Complete CLIENT responsibilities identified in accordance with the Scope of Services (Exhibit A).

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 February 17, 2015 consisting of 12 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

Total compensation for the preparation of the Downtown Visioning and Zoning Code Update is one hundred eighty five thousand dollars (\$185,000.00), all inclusive of expenses, except as may be adjusted for an optional additional trip as noted in Exhibit A, Project Scope, as approved by the CLIENT's Project Manager, for a not to exceed all-inclusive fee of \$4000.00.

At CLIENT'S discretion, and as mutually agreed, the scope and fee of this Agreement may be adjusted through a Supplemental Agreement for the addition of any or all of the following tasks:

- a. Additional Task 1: Drafting or revisions to the current zoning regulations for topics or content outside of the scope of work of the Downtown Visioning and Zoning Code Update for a specific scope of work and fee amount to be determined by the CLIENT;
- b. Additional Task 2: Creation of a vision plan, regulating plan, zoning code, and/or zoning code amendments for one or more additional specific geographic areas at a scope of work and fee to be determined by the CLIENT.

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) All drawings, graphics, maps, documents, plans, 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. The final Vision/Charrette Report, zoning code, regulating plan, including all associated regulatory graphics shall be submitted in an electronic format that can be easily amended by the CLIENT, as necessary from time to time. Any other use or reuse of original or altered files shall be at CLIENT's sole risk without liability or legal exposure to CONSULTANT and CLIENT agrees to release, defend and hold CONSULTANT harmless from and against all claims or suits asserted against CONSULTANT in the event such documents are used for a purpose different than originally prepared even though such claims or suits may be based on allegations of negligence by CONSULTANT. 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.
- (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, except as mutually agreed to by the CLIENT and the CONSULTANT at the time of delivery of said electronic files, pursuant to paragraph VIII.(a), above.
- (c) CLIENT agrees to allow CONSULTANT and any subconsultants engaged by CONSULTANT who provide work product to CLIENT as a result of this Agreement to reference the name of the CLIENT and provide copies or excerpts of the work product created for CLIENT as a part of CONSULTANT'S or that subcontractor's marketing efforts.

IX. 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.

X. 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.

XI. MISCELLANEOUS

- (a) This Agreement, including all exhibits, 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 and any action at law or other judicial proceeding arising from this Agreement shall be instituted in Black Hawk County District Court, Waterloo, 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. This Agreement may not be assigned unless agreed to in writing in advance by the non-assigning party.
- (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.
- (g) This Agreement is subject to approval by the City Council of the CLIENT.

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: James P. Brown

Printed Name: Elizabeth Garvin, Esq., AICP

Title: Mayor, City of Cedar Falls, Iowa

Title: Founding Principal, Community ReCode LLC

Date: _____

Date: _____

ATTEST: _____

Jacqueline Daniels, MMC, City Clerk

Exhibit A

Downtown Visioning & Zoning Code Update Cedar Falls, Iowa City Project Number PZ000-3184

SCOPE OF SERVICES

*** This document outlines the scope of services specific for the Downtown Visioning & Zoning Code Update Project. The term “CONSULTANT” as used in this document shall be defined as the lead consultant (Ferrell Madden LLC in partnership with the Community ReCode, as contracting entity) along with all sub-consultants, including but not limited to Urban Advantage, Alta Planning & Design, and Partners for Economic Solutions, that will be performing work for the City of Cedar Falls under contract, hereinafter, the “CITY”. The CONSULTANT will coordinate all tasks with the City’s designated Project Manager.

I. Project Description

The CONSULTANT will assist the CITY in developing a detailed vision plan and an associated zoning ordinance for Downtown Cedar Falls and near neighborhoods as illustrated on the study area map, attached as Exhibit D. The study area includes the central business district (CBD) and areas surrounding the CBD that transition into the traditional residential neighborhoods to the west. It also includes the extended Main Street corridor and areas immediately south and northwest of downtown along the south side of the Cedar River. Minor adjustments may be made to the study area based on guidance from the CONSULTANT and input from the City Council during goal setting for the project. This effort will serve as a demonstration project that may prompt similar visioning and zoning code updates in the future for other areas of the city.

II. General Scope of Work

Task One: Project Organization & Management

This task will include detailed project organization, travel by CONSULTANT key team members to Cedar Falls (Trip #1) for initial meetings with City Staff, preliminary physical site analysis, and document collection. It may also include the City Council Goal-Setting meeting, a first round of interviews with stakeholders and may include an initial public kick-off meeting or workshop.

A. Organization & Kick-Off

CONSULTANT will become familiar with Cedar Falls, the study area and the existing planning documents. Tasks will include:

- Attend an initial organizational meeting and tour of the City and the study area;
- Identify specific issues to be covered in the planning and coding process;
- Collect documents, data, and plans associated with the study area not previously provided, including, but not limited to:
 - Zoning and subdivision ordinances
 - Current Comprehensive Plan

- Central Business District Overlay design standards and review process
- Any additional plans for Main Street and adjacent neighborhoods (current and historic)
- Any other land development regulations or guidelines
- Recent traffic counts and/or transportation studies
- Recent Economic Development Plans or studies
- GIS data of land use, zoning, lot size, property ownership, building square feet and lot coverage
- Base mapping for target areas in GIS/AutoCAD
- Prepare a chart identifying the tasks and the responsible parties and finalize the timeline to complete the Scope of Services;
- Develop a communication and coordination plan with the CITY's designated Project Manager.
- Assist with the City Council Goal-Setting session (exact timing to be determined, working in conjunction with City staff)

B. Public Kick-Off Event

CONSULTANT will conduct a public kick-off meeting to explain the nature and scope of the Downtown Visioning and Zoning Code Update project, present the basic concepts of place-making and form-based development regulations, and engage the public using one or more interactive exercises, such as mapping strengths and weakness in the study area and identifying visual preferences for future development. (*Note: this event can occur during Trip #1 under Task One if a mutually available date and appropriate location are determined and meeting exercise preparations can be completed in advance. If not, the substance of the event can be incorporated into Task Three (Trip #2) as part of the Public Hands-On portion of the Design Workshop.*)

C. Public Participation – On-going throughout project

Key points for public involvement and methods of participation are indicated throughout this scope. It is important to note, however, that development regulations are more technical in nature than comprehensive plans; language and standards must be very clear and precise. Directly engaging the public during the initial code drafting task is not practical.

Prior to and during Trip #1, the CONSULTANT will work with the CITY to craft the public engagement plan.

During Trip #1, Trip #2, and as otherwise mutually agreed, the CONSULTANT will interview and/or hold informational meetings with appropriate stakeholders. These interviews/meetings may include groups and individuals including elected officials, nonprofit organization leaders, including Community Main Street, property owners, neighborhood representatives, local design professionals, developers, and business owners, and municipal staff, as appropriate for the relevant stage of the project.

D. Media & Website

Throughout the course of the project, the CONSULTANT will assist with press releases, be available to talk with the media (if desired), and create and maintain an interactive project webpage via a third-party public engagement platform that is linked to the CITY's website.

CONSULTANT Deliverables for Task One:

- Trip #1: 3 to 4 people for 2-3 days

- Assist with City Council Goal-Setting session
- Finalize public engagement plan in conjunction with City staff
- Public Project Kick-Off event (or, as mutually agreed with the CITY, this event may partially or wholly be included with Task 3)
- Establish a project-specific website

CITY Resources Required for Task One:

CITY will provide:

- All plans, reports, and maps described in this section.
- Staff logistical coordination and assistance on engaging with the City Council, commissions, stakeholders, working with media and the public (ongoing throughout the project)
- Provide a location, logistical support, and advertising for Public Kick-Off event
- Provide any refreshments desired for public meetings
- Provide base maps, aerial photos, etc. well in advance of Trip #1 to prepare for interactive Kick-Off event

Task Two: Documentation, Review & Analysis

CONSULTANT will conduct a detailed analysis, completed both on- and off-site. Such analysis is integral to leading the public design workshop and developing the illustrative vision plan; and will provide the framework for the new zoning district(s) for the Downtown study area. This work will overlap with Task One and continue through the beginning of Task Three.

A. Review and Evaluation of Existing Documents

CONSULTANT will review the existing zoning ordinance, past studies and plans associated with the study area to gain an understanding of the dynamics of Cedar Falls. In particular, during this task the CONSULTANT will review all of the existing zoning districts, with particular emphasis on those within the study area, along with other aspects of the current ordinance that apply to the areas (such as parking and signage standards, the downtown overlay district provisions, administration and development review processes, etc.) that may also need updating, as well as other City regulations that will impact the form and character of future development within the study area, such as street and subdivision standards.

B. Leadership and Stakeholder Input (may occur during Trip #1 and #2)

CONSULTANT will meet with key stakeholders to understand the current context and vision for the downtown study area. These meetings may include, but not be limited to:

- Meetings with the planning and other key City staff.
- One-on-one meetings with the City Council.
- An initial workshop or meeting(s) with stakeholders (including property owners, business owners, and local developers—participants to be determined in conjunction with staff prior to Trip 1), focusing on the existing zoning and development review process; what works and what needs to be improved, eliminated, or added.
- Meeting with development review staff and potentially with Public Works, Engineering, Public Safety, and any other departments or agencies involved with development review and approval, to be identified by the Client.

C. Site Analysis: Urban Framework and Natural Features

The CONSULTANT will analyze the urban framework and natural features of downtown and the surrounding area. The existing urban form—the network of streets, blocks and lots, building forms,

and public areas—will be examined within the study area and other parts of Cedar Falls. This will include a review of existing land use, density, open spaces, and urban design in the study area, including topography, viewsheds, and corridors. The analysis will be performed with the livability of downtown and surrounding neighborhoods in mind.

In conjunction with the document review and analysis, this sub-task will help to define the boundaries of the proposed new districts; provide initial thoughts about the district regulating plan; and discover the “local DNA” of the built environment as a foundation for new zoning standards.

D. Transportation & Parking Analysis – *See additional description in Task Three*

The CONSULTANT will undertake preliminary review of existing transportation networks and approach to parking management during this task as part of the site analysis. The physical layout of the built corridors and street network will be studied in conjunction with land uses. Existing traffic and parking information will be provided by the City and used to identify “hot spots” in the study area that warrant further attention during Task Three.

Basic circulation, pedestrian, and parking issues will be integrated within the overall planning and code writing process, as needed—including evaluation of current conditions, identification of alternatives, and strategy recommendations. Mobility options such as pedestrian and bicycle facilities, existing amenities, and improved connectivity will also be explored. This work will be incorporated in the illustrative Vision Plan and new district code, as appropriate.

E. Understanding the Local Economy and Market – *See additional description in Task Three*

Using existing data, knowledge of general market trends, and information gathered during stakeholder interviews, the CONSULTANT will gain an understanding of the range of uses and housing types that are logical candidates for new infill development in the downtown area. (This analysis will occur primarily off-site during this task, with follow-up during Task Three.) The basic economic and market information will be included in the Downtown Vision Plan charrette report and factored into the new zoning standards.

The results of Task Two will be presented to the CITY and will be used to form the basis for the discussion of issues and opportunities with stakeholders, staff, elected leaders, and the larger community during the Design Charrette described in Task Three.

CONSULTANT Deliverables for Task Two:

- Informally present results of site and document analysis to City staff either remotely via web-based meeting at the conclusion of Task Two or in person at the beginning of Task Three prior to public design charrette.

CITY Resources Required for Task Two:

CITY staff will:

- Create a list of stakeholders and community leaders, and assist with interview logistics;
- Identify key departments and staff, and assist with scheduling meetings;
- Assist with City and study area tours, if necessary.

Task Three: Public Workshop and Vision Plan (Visit #2)

This task will include a full public design charrette process.

Building on initial analysis and gathering additional input from citizens, stakeholders, staff, and elected leaders through the charrette process described below, the CONSULTANT will explore site-specific urban design scenarios addressing a series of questions related to character, scale and intensity of development; physical transitions and connections to surrounding areas; and potential range of uses. This information will be used to develop an illustrative vision plan, regulating plan, and draft zoning standards for the Downtown project area.

A. Public Design Charrette

The CONSULTANT will lead a seven (7) day on-site design charrette, using the following format to maximize public involvement:

Community Kick-off Event. The charrette will begin with a presentation that describes the elements of traditional town design and placemaking, and introduces the overall workshop process, followed by a general Q & A discussion with audience members. This can occur as a standalone evening event or as the beginning of the hands-on session described below.

Hands-on Public Design Session. Typically held during the day on a weekend. Following an introductory presentation, participants gather around tables in small groups with a facilitator to complete a series of interactive exercises to identify and address important issues and identify community aspirations. At the conclusion of this session, a spokesperson from each table presents the table's ideas before the larger group. These presentations allow participants to share common goals, as well as provide an opportunity for in-depth discussion of particular issues or concerns.

Open Design Studio. During the days that follow, the CONSULTANT will set up in an on-site studio in a local storefront or other accessible space (preferably within the study area). In the studio, the CONSULTANT further analyzes the citizen input and other information from the hands-on session and begins to synthesize the ideas into urban design concepts for the Downtown Vision Plan (that will also provide the foundation for the form standards and district regulating plan.) The design studio will be open to citizens throughout the week. If appropriate, a mid-week evening "open house" may be held.

Public Learning Opportunities. Several "lunch & learn" sessions may be scheduled during the charrette to help inform the public about topics important to the visioning and zoning update process.

Continuing Transportation Coordination. Armed with the City's recent parking study and CONSULTANT's initial site analysis and information, Alta Design+Planning will generate a set of design alternatives and initiatives to test the refinements from a traffic and parking perspective during the workshop, concurrent and consistent with land use and urban design decisions, to better inform the decision-making and consensus-building process while developing a mobility system that emphasizes an interconnected pedestrian and bicycle-friendly street network. As the charrette schedule permits, a presentation, perhaps at a public "lunch & learn" session, about multi-modal transportation and parking management strategies for a walkable, mixed-use environment may be included.

Continuing Economic and Market Analysis. More in-depth analysis completed by Partners for Economic Solutions (PES), related to socioeconomic demographics and market supply and demand for different housing types, retail, and mixed-use development. PES will follow-up with members of the real estate and development community about market-related issues revealed via data analysis and concerns identified during initial stakeholder interviews. In addition, PES will provide the design team with economic information to ensure that urban design scenarios being explored are viable in the Cedar Falls market. As the charrette schedule permits, a public "lunch & learn" session highlighting the hidden costs and benefits of different zoning, parking, and transportation policies and which strategies are more likely to encourage development and investment in the downtown area.

Other Technical Meetings. While working on-site, a series of one-on-one or small group meetings will be scheduled as appropriate, including City staff and other government agencies (City Attorney, Public Works Department, Public Safety Department, Cedar Falls Utilities, etc.), local merchants, key property and business owners, real estate brokers, developers, and representatives from Community Main Street, neighborhood associations, historic preservation organizations, bicycle and pedestrian advocacy groups, local arts groups, and/or other key stakeholders. These meetings will assist in the CONSULTANT'S continued understanding of the physical, market, and organizational forces that are shaping Cedar Falls.

Work-in-Progress Presentation. At the end of the charrette period, the CONSULTANT will present initial sketches, concepts and redevelopment scenarios for the Downtown Vision Plan. This will take place in an appropriate setting, which may be a special public event or could occur at a Planning & Zoning Commission or City Council meeting. The presentation will provide a summary of the input gathered during the charrette and a range of illustrated urban design and planning concepts. It may include: alternative redevelopment scenarios for targeted downtown sites; examples of "change over time" or phased redevelopment; "before and after" photo-realistic simulations showing site-specific redevelopment scenarios; and a draft of a rendered illustrative "build-out" Vision Plan. A summary of high level action strategies may also be presented, highlighting opportunities for redevelopment, basic market information, potential parking management strategies; and detailing the roles and actions needed to implement the vision and facilitate adoption of the new downtown zoning district.

B. Design Workshop Follow-Up (Trip #3 and Trip #4)

Two to three weeks after the Design Workshop, CONSULTANT will submit a Public Review Draft of the Illustrative Vision Plan to the City for internal review. Discussion of the draft plan will occur via web-based meeting or conference call.

(Optional additional trip) At the discretion of the CITY's Project Manager, and on a mutually agreeable date (Trip #3), the CONSULTANT will present a public review draft of the Illustrative Vision Plan at a Planning & Zoning Commission meeting that incorporates public feedback from the Work-in-Progress presentation, along with a brief Design Charrette Report outlining the process and emphasizing how the initial analysis, community and stakeholder input from previous meetings, and the community design sessions informed the vision for Downtown Cedar Falls. The report will also include a summary of the economic and market study information and initial concepts for a parking management strategy. This work will provide the foundation for new zoning districts for the study area and regulating plan.

On a mutually agreeable date (Trip #3), the CONSULTANT will present a final draft of the Illustrative Vision Plan, Design Charrette Report, and a summary of the economic and market study and parking management strategy recommendations at a City Council Meeting or at a Joint Meeting of the City Council and Planning & Zoning Commission, at the discretion of the CITY. The final draft will incorporate any public feedback received subsequent to the Public Design Charrette. Community endorsement of this plan will be fundamentally important to the ultimate adoption of new zoning standards for Downtown.

CONSULTANT Deliverables for Task Three:

- Trip #2: 8 to 9 people for 7-8 days
- Weeklong Public Design Charrette
- Work-in-Progress Presentation, including graphics prepared during the charrette

- *Optional Trip:* Presentation and public hearing to the Planning & Zoning Commission- Public Review Draft of Illustrative Vision Plan/Charrette Report – 1-2 people for 2 days
- *Trip #3:* Presentation and public hearing to City Council - Final Illustrative Vision Plan/Charrette Report – 2-3 people for 2 days

CITY Resources Required for Task Three:

The CITY will:

- Provide a location, logistical and staff support, public meeting supplies, audio/visual equipment, and advertising for Public Design Charrette;
- Provide any refreshments desired for public meetings;
- Assist with scheduling additional technical and stakeholder meetings, as needed.
- Coordinate legislative public review process through the Planning & Zoning Commission and City Council leading to final adoption of the Illustrative Vision Plan.

Task Four: Development of Zoning Code to Implement the Vision Plan

Task will include drafting detailed zoning standards to supersede, in part or in whole, the present zoning for the Downtown study area in order to implement the adopted Vision. In addition, the team will review the entire zoning ordinance to develop a framework for integrating the new zoning into the existing City Code. The administrative and development review processes will be reviewed and updated as necessary. Integration of the new zoning into the existing City Code will include drafting necessary revisions and updates to the current zoning language and identifying required cross-referencing to all generally applicable standards that apply across zone districts (e.g. uses, parking, landscaping, lighting), or creation of separate standards, tables, or graphics that may be necessary to ensure that the new zoning districts are fully integrated into the current regulations. Integration of the new zoning into the current ordinance does not include making significant or wholesale revisions to the current regulations to correct existing problems; where such changes are potentially necessary to the proper functioning of the new zoning regulations, the CONSULTANT will notify the CLIENT about the issues with the current ordinance and work together to identify an acceptable approach to resolving the issue.

A. Zoning Code - Internal Review Draft

Working with the City's Project Manager, the CONSULTANT will determine the format of the new documents that will work most effectively and efficiently within the existing regulatory system. The new zoning districts will include the following parts, while fulfilling the local development process and state law:

A Regulating Plan based on the Vision Plan. Comparable to the zoning map and central to implementing the new regulations, it will set site specific parameters for basic urban form with block, building form standards, build-to-lines, street tree alignments, community spaces (greens, squares, and parks), and other special controls.

Building Form Standards to govern the three-dimensional form and placement of the buildings as well as building and land use parameters. The goal of these standards is to shape the street-space (the public realm) with the building frontages.

Urban Space Standards direct the placement of street trees and other amenities or street furniture (e.g., street lights, benches, signs) within the public realm in order to ensure the coherence and beauty of the streetscape. These standards will include general specifications for (new) public or publicly accessible open spaces such as civic greens and squares.

Street (Thoroughfare) Specifications are typically a sub-section of the Urban Space Standards. They include consideration of street trees, street lights and street furniture, sidewalks, on-street parking, and appropriate travel lane and curb geometry. The Street Specifications will be in two dimensions

only and do not deal with the engineering of the street and utilities, but do provide the necessary multi-modal configuration and set the framework for further engineering.

Architectural Standards address a coherent and quality building character that is complementary to the best local traditions. (They will not regulate architectural “style”.) These standards will govern functional building elements (such as balconies, porches, storefronts, bay windows, awnings, etc.) throughout the new zoning districts, regardless of the building form standard, by setting parameters for allowable materials, configurations, and construction techniques.

Administration. If necessary, new application, review and approval processes will be developed in conjunction with City staff in order to streamline and improve the project development and approval process for the new Downtown district—to make it easier and more predictable for developers to build to the community vision.

B. Code Revisions and Adoption

CONSULTANT will present the Internal Review Draft of the proposed regulating plan and zoning standards to the appropriate audience (staff, city attorney, technical advisory committee, etc.) in a work session format. The CONSULTANT will respond to questions and make one round of revisions, based on verbal and consolidated written feedback from the client, to produce a First and Second Public Review Draft of the proposed new standards. The CONSULTANT will present each Public Draft to the appropriate public audience, stakeholders, planning board, or commission, as determined by the CITY, during consecutive trips to Cedar Falls. Working together, the CITY’s Project Manager and CONSULTANT will establish a process for receiving, reviewing, and responding to follow-up comments and questions from the planning board and the general public. Based on direction from the CITY, the CONSULTANT will incorporate a final round of feedback into the Final Draft, to be presented to the City Council in a meeting that fulfills all legal requirements for public notice and public hearing.

CONSULTANT Deliverables for Task Four:

- Trip #4: 2-3 people for 2 days: Internal Review Draft of Downtown District regulating plan and zoning standards
- Trip #5: 2 people for 2 days: First Public Review Draft
- Trip #6: 2 people for 2 days: Second Public Review Draft
- Trip #7: 2 people for 2 days: Final Draft

CITY Resources Required for Task Four:

The CITY’s Project Manager will:

- Ensure that relevant city staff are reachable for questions and discussion throughout the code drafting process
- Coordinate the public comment period, review and provide consolidated feedback (comments and questions) on each draft in a timely fashion
- Ensure that the process fulfills all of the legal notice and public hearing requirements of Iowa law.

Estimated Time Table

Note – in CONSULTANT’s experience, the time required for staff and planning commission to review draft code standards, hold hearings, and move through the public adoption process often takes longer than anticipated. CONSULTANT will deliver all of the documents requested in a timely fashion. The proposed timeline includes a projected target, but provides flexibility if additional time is needed by the CITY.

This timeline is based on the above Scope. Specific target dates will be confirmed in conjunction with the CITY during Task One.

Task 1: Project Organization & Management – Month 1 (on-going throughout project)

Initial site visit and finalizing scope and project calendar should be completed within one month of contract signing.

Task 2: Documentation, Review, & Analysis – Month 1-3

This will overlap with Task 1 and will begin as soon as documents are collected and ready for review. Site-analysis will begin during the initial trip to Cedar Falls and may continue during each subsequent trip, as needed, through code adoption.

Task 3: Public Workshop & Vision Plan – Month 2-5

A full public design workshop to be scheduled and planned within 6 to 12 weeks of contract signing, once mutually available dates have been determined. The public review draft of the illustrative Downtown Vision Plan and Charrette Summary Report will be delivered within 2 to 4 weeks of charrette completion, with the final draft presented for review and adoption within 2-4 weeks of presentation of the public review draft.

Task 4: Zoning Code Drafting – Months 5-12

The initial Internal Review Draft code standards will be available between 60 and 90 days after the design charrette.

Following the submission of the Internal Review Draft, and each subsequent draft, the time required for Code revisions will be dependent on 1) the time needed by the CITY (and the public) to review the draft and provide consolidated written comments and feedback, and 2) the number and complexity of requested revisions.

Adoption Process – Months 10-15+

Any legally required public notice periods will be factored into determining the final public hearing schedule and ultimate date at which the new zoning will be ready for adoption.

III. CONSULTANT – Project Team

At a minimum, the following firms and individuals shall serve as the consultant team, with Ferrell Madden serving as lead consultant, with all other listed firms and individuals as sub-consultants to Ferrell Madden. Any substitutions to the listed consultants and individuals must be approved by the CITY.

Ferrell Madden will serve as the lead consultant and primary code-writing firm.

- Mary Madden, AICP, will serve as overall project manager, working close with the City's Project Manager to ensure that the project is responsive to the City's needs and is completed on time and within budget. She will oversee all project deliverables.
- R. Geoffrey Ferrell will serve as the lead urban designer and code writer.

Elizabeth Garvin, of **Community ReCode**, will serve as the contracting entity and provide extensive knowledge and services regarding conventional zoning, land use and planning law, along with knowledge of Iowa-specific law in order to inform the visioning process and to integrate the new zoning into the existing City Code.

Common Ground will provide urban design and other charrette services.

- Keith Covington will work as an urban designer and charrette facilitator as well as provide an architect's perspective as an "end-user" on the team.
- Lee Jones will work as an urban design and charrette facilitator as well as provide extensive knowledge of landscape architecture.

Steve Price, of **Urban Advantage**, will create seamless photo montages that realistically show how development and landscaping can change the existing environment for the project area.

Wade Walker, of **Alta Planning + Design**, will be the point person for transportation planning and engineering issues.

Anita Morrison and Abby Ferretti, of **Partners for Economic Solutions**, will conduct the economic and market analysis and ensure that the vision plan and new zoning are founded in local market realities.

IV. Additional Services

No additional services are included at this time. The contract may be amended in the future to provide services for visioning and zoning code development for other areas of the city, as mutually agreed upon or for revisions to the current zoning regulations for topics or content outside of the scope of work outlined above. Any additional services may be added through a Supplemental Agreement when appropriate to the project schedule.

Exhibit B

**Downtown Visioning & Zoning Code Update Project
Cedar Falls, Iowa
City Project Number PZ-000-3184**

08/30/17

**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 and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers 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, pay on behalf of, indemnify, and hold harmless the City of Cedar Falls, Iowa, its elected and appointed officials, directors, employees, agents and volunteers 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, agents and volunteers 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, agents and volunteers 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. Performance and Payment Bonds: The City shall have the right to require the Contractor to furnish performance and payment bonds for the full amount of the Contract price. The Contractor shall furnish, by a surety and in a form satisfactory to the City, such bonds to the City, prior to the start of Contractor's Work, covering the performance of the Contractor and the payment of all obligations arising hereunder. The Contractor, upon receipt of the bonds and invoice from the surety, shall pay for the cost of said bonds. Additional bond premium costs due to modifications to the Contract shall be included in the modification amount submitted by Contractor, and paid by Contractor.

13. 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, agents and volunteers 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 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 and volunteers, all its boards, commissions and/or authorities and their board members, employees, and volunteers, 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).

PRODUCER Your Insurance Agency 123 Main Street Anytown, IA 00000		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Business Name 123 Main Street Anytown, IA 0000		INSURER A: Carrier should reflect rating of A-, VIII or better INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

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 SUBR INSR WVR	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"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000 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 - COMPROP 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"/> <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"/> <input 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"/> (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	Y/N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	Errors & Omissions	<input type="checkbox"/> <input type="checkbox"/>	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.

CERTIFICATE HOLDER City of Cedar Falls 220 Clay Street Cedar Falls, IA 50613	CANCELLATION 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
--	--

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

Name Of Additional Insured Person(s) Or Organization(s):
Location(s) Of Covered Operations
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.

COMMERCIAL GENERAL LIABILITY
CG 20 37 07 04

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Name Of Additional Insured Person(s) Or Organization(s):
Location And Description Of Completed Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

CG 20 37 07 04

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Exhibit C

Downtown Visioning & Zoning Update Project Cedar Falls, Iowa City Project Number PZ-000-3184

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, a city planner, and any other 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 Attachment 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, Attachment 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, Attachment 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.

Exhibit D

Downtown Visioning & Zoning Code Update Cedar Falls, Iowa City Project Number PZ000-3184

Study Area Map

The map below delineates the Downtown Study Area for City Project Number PZ000-3184. The study area includes the Central Business District (CBD) and areas surrounding the CBD that transition into the traditional residential neighborhoods to the west. It also includes the extended Main Street corridor and areas immediately south and northwest of downtown along the south side of the Cedar River. Minor adjustments may be made to the study area based on guidance from the CONSULTANT and input from the City Council during goal setting for the project. A contract amendment shall not be necessary for changes to the study area, as mutually agreed to by the parties.

