



**AGENDA  
CITY OF CEDAR FALLS, IOWA  
STANDING COMMITTEE MEETING  
MONDAY, MAY 15, 2023  
6:20 PM AT CITY HALL, 220 CLAY STREET**

---

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

**Call to Order**

**Roll Call**

**Committee of the Whole**

1. Presentation on potential Emeritus Program for former city elected officials.  
(20 Minutes, Mayor Rob Green)

**Public Works Committee**

1. Request for no parking on portion of Bluebell Road.  
(10 Minutes, City Engineer David Wicke)

**Adjournment**



ROBERT M. GREEN

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

Item 1.

## MEMORANDUM

Office of the Mayor

**FROM:** Mayor Robert M. Green  
**TO:** Cedar Falls City Council  
**DATE:** May 9, 2023  
**SUBJECT:** **Presentation on proposed Emeritus Program for former elected officials**

1. During the past several months, I have been working on a new program within the Mayor's Office for the continued engagement of former elected officials. I have spoken with several former officials who are very interested in supporting and participating in this voluntary program.
2. I believe that such a program, carried out appropriately, would be advantageous to the Council for passing along corporate knowledge, providing helpful mentoring opportunities, and promoting civics education and community goodwill.
3. In the meeting I will be looking for council input on the proposed policy document (attached) and to address any concerns or requests prior to my final decision on whether or not to launch the program in 2023.
4. Thank you for your consideration and constructive feedback.

Xc: City Administrator

###

# CFD 1126: Mayor Policy – Emeritus Program

*Adopted April XX, 2023 by Rob Green, Cedar Falls Mayor*

## PURPOSE:

This document establishes a policy and criteria for honoring the city's former elected officials through invited continued participation in the ceremonies and activities of government.

## POLICY:

It is the policy of the Mayor of Cedar Falls to honor the service of the city's elected officials after departure from office through special invitation to public ceremonies and other engagement activities, as arranged by the Mayor's Office and funded through the Mayor's annual budget for Outings, Dinners, and Awards.

## BACKGROUND:

Elected officials develop significant corporate knowledge, experience, perspective and insights during their time in office. This collected wisdom can be invaluable to Cedar Falls and its governmental processes. Similar programs conducted by universities for retired professors allow these members to:

- Maintain healthy connections within the organization;
- Retain a sense of purpose and contribution which is vital to mental wellness;
- Provide continued value and continuity to the organization's culture and processes.

This Emeritus Program can offer significant advantages to the community for continuity, comity, and informed decision-making, and is being offered as a service both to participants and to the City, Mayor and City Council.

## PROCEDURES:

1. **Criteria for Emeritus Status.** Mayor Emeritus and Councilor Emeritus titles may be granted to any former local elected official who has departed elected office in good standing (namely, not removed from office).
2. **Request for Emeritus Status.**
  - A. City elected officials departing office and former elected officials may request Emeritus status in writing to the mayor (at [mayor@cedarfalls.com](mailto:mayor@cedarfalls.com)) or by mail at City Hall, 220 Clay Street, Cedar Falls, IA 50613. Hand delivery to City Hall is acceptable.
  - B. The communication shall provide a preferred mailing address, e-mail address, and phone number so that members can be added to the roster of participants.
3. **Presentation of Emeritus Status.**
  - A. Emeritus members may be recognized and initiated publicly at the city's next Inauguration Ceremony, as desired by individual members.

- B. Formal recognition shall include a certificate of membership and a city-provided nametag. Additional nametags may be obtained from the Mayor's Office.

#### 4. Protocol for Use of Emeritus Title.

- A. Former elected city officials participating in this program may use title "Mayor Emeritus" or "Councilor Emeritus" as desired in correspondence, business cards, social media, and other personal communications materials.
- B. If desired, emeritus members may be addressed as "Mayor \_\_\_\_\_" or "Councilor \_\_\_\_\_" (or "Councilman/Councilwoman" or "Council Member" if preferred).

#### 5. Emeritus Participation in Civic Events.

- A. City Ceremonies. Emeritus Program participants shall be formally invited by the City to participate in the following events:
  - 1). City Inauguration Ceremonies.
  - 2). End-of-Council Term Receptions.
  - 3). Director and Chief Retirement Ceremonies.
  - 4). City Awards Ceremonies.
  - 5). Other high-visibility ceremonies and occasions with significant meaning in the life of the City of Cedar Falls and its citizens.
- B. Council Effectiveness Work Sessions.
  - 1). Emeritus members may be invited to participate in the annual Council Effectiveness work session in an advisory capacity.
  - 2). Council Effectiveness Work Session participation may include providing insight and encouragement to current elected officials, especially for successful approaches to conflict resolution, effective deliberation and decision-making, and teambuilding.
- C. City Task Forces, Boards and Commissions.
  - 1). Emeritus members may be invited to lead special task forces and similar city policy-recommending bodies at the request of the Mayor and City Council.
  - 2). Emeritus members are especially encouraged to apply for service on boards and commissions; the insights gained from elected service can be of tremendous benefit to existing boards through mentorship and informed decision-making.
- D. City Goodwill Ambassadors.
  - 1). Emeritus members are City goodwill ambassadors and are encouraged to engage with the community on the fundamental principles of civics, active participation in government, and overall good citizenship.

- 2). Emeritus members shall be invited to promote Cedar Falls at special events such as city facility tours, official receptions, scout troop visits, and UNI Admissions orientations among other informational gatherings.

E. Emeritus Roundtable Discussions.

- 1). The Mayor may request a roundtable discussion of Emeritus members for a briefing on current events, various civic matters and to obtain insights on any number of topics.
- 2). Roundtable discussions shall be advertised to the city council for councilor attendance as desired, as long as no more than three council members are present.
- 3). Roundtable discussions shall not fall under parliamentary procedure rules or open meetings requirements, as long as other quorum requirements (no more than three council members present) are met.

6. **End of Emeritus Status.**

- A. Participation in the Emeritus Program is a privilege extended by the Mayor on behalf of the city, and shall be extended on the basis of good behavior; participation is not a right.
- B. Loss of Emeritus status shall only be due to a felony conviction or impeachment from public office, or upon a resolution of the City Council directing the mayor to remove a member from the program, or on a majority vote by the other members of the Emeritus Program.
- C. The Mayor shall notify the Emeritus of the revocation of membership by certified mail; such decision shall be without appeal.
- D. Upon departure from the program, the former elected official shall no longer use the Emeritus title or City-provided nametag.
- E. Emeritus members may voluntarily choose to end their participation in the Emeritus Program at any time, and may re-apply later as desired.

7. **Continuous Improvement.** This policy shall be updated by the Mayor with input from stakeholders from time to time, based on experience gained in this novel program.

**ADOPTED / AMENDED:** XX/23



# ***Bluebell Road Restricted Parking Investigation***

Council referral from February 6, 2023, council meeting to investigate restricted parking on Bluebell Road from South Main Street to Coneflower Parkway.



# ***Background Information***

- Bluebell Road is a typical 31' wide back-to-back concrete street section that currently allows parking on both sides of the street.
- 25mph speed limit
- Sidewalk on both sides of the street.
- Existing bus shelter near the entrance to Mercy One on the south side of Bluebell
- Out of the 7 calls of services within the last 5 years, only 1 accident occurred on Bluebell Road.
- Stakeholders:
  - Fareway (northwest)
  - Kwik Star (northeast)
  - Cedar Falls Public Safety (southwest)
  - Mercy One Clinic (southeast)





# *Stakeholders*

Staff reached out to each one of the stakeholders to gauge interest for potential restricted parking on the south side of Bluebell Road.

Fareway:

- Would be in favor of restricted parking along Bluebell Road to improve truck mobility in and out of their parking lot.

Kwik Star:

- Noted restricted vehicular turning access when Mercy One staff park on the Bluebell but did not express a strong interest either way.

Public Safety:

- Restricted parking could help with east bound emergency response, but also preferred to keep parking along Bluebell to provide parking for events at the Public Safety Facility.

Mercy One:

- Select staff do park on Bluebell for closer access to building, but if parking were restricted, it would only affect those staff members only, Mercy One doesn't foresee that restricted parking would interfere with their normal operations and would be in favor of the restricted parking.





## ***Conclusion/Recommendations***

Giving consideration for the interest of no parking by some of the stakeholders and the existing concerns of access and mobility, staff has reviewed the existing conditions and available data and doesn't foresee any issues to restrict parking on Bluebell Road. This would improve emergency response going east out of Public Safety and would help with access to local businesses.

Motion – To have staff draft an ordinance for restricted parking along Bluebell Road as shown on the exhibit.

# *Questions*

?