



**AGENDA
CITY OF CEDAR FALLS, IOWA
CITY COUNCIL MEETING
MONDAY, MARCH 04, 2019
7:00 PM AT CITY HALL**

Call to Order by the Mayor

Roll Call

Approval of Minutes

1. Regular meeting of February 18, 2019.

Agenda Revisions

Special Order of Business

2. 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.
 - 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.
3. Resolution approving a public improvement for the Ridgeway Avenue Reconstruction Project and authorizing acquisition of private property for said project.

Old Business

4. Pass Ordinance #2936, amending Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District, upon its second 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.)

5. Approve the following recommendations of the Mayor relative to the appointment of members to Boards and Commissions:
 - a) Mark Miller, Board of Adjustment, term ending 03/31/2024.
 - b) Gerald Sorensen, Board of Adjustment, term ending 03/31/2024.
6. Receive and file the Committee of the Whole minutes of February 18, 2019 relative to the following items:
 - a) Board of Adjustment Interview - Mark Miller.
 - b) Board of Adjustment Interview - Gerald Sorensen.
 - c) Downtown Parking Study.
 - d) Bills & Payroll.
7. Receive and file Departmental Monthly Reports of January 2019.
8. Approve a request for a street closure for the Panther Caravan on May 22, 2019.

- [9.](#) Approve and authorize execution of an Order Accepting Acknowledgment/Settlement Agreement with Suds relative to a first tobacco violation at 2223 1/2 College Street.
- [10.](#) Approve the following applications for beer permits and liquor licenses:
 - a) Pheasant Ridge Golf Course, 3205 West 12th Street, Class B beer & outdoor service - renewal.
 - b) Happy's Wine & Spirits, 5925 University Avenue, Class E liquor - renewal.
 - c) Hillstreet News & Tobacco, 2217 College Street, Class E liquor - renewal.

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.)

- [11.](#) Resolution approving and authorizing execution of Amendment #2 to the National Insurance Services Trust Joinder Agreement for Long Term Disability Insurance with National Insurance Services Trust.
- [12.](#) Resolution approving and authorizing execution of a Subscription Renewal Agreement with Emergency Services Marketing Corp., Inc. relative to lamResponding callback software.
- [13.](#) Resolution approving and authorizing the expenditure of funds for the purchase and installation of cameras and lighting in the College Hill area.
- [14.](#) Resolution approving and authorizing execution of a lease agreement with Black Hawk County Solid Waste Management Commission relative to the use of certain city-owned property located at 1500 Bluff Street by the WasteTrac environmental education team.
- [15.](#) Resolution approving and authorizing the expenditure of funds for the purchase of a hydro/jet vacuum sewer cleaning apparatus.
- [16.](#) Resolution approving and authorizing execution of an Owner Purchase Agreement, and receiving and filing two Reports of Compensation Commissioners and Notices of Appraisement Damages and Time for Appeal, in conjunction with the West 1st Street Reconstruction Project.
- [17.](#) Resolution approving and accepting a Lien Notice and Special Promissory Note for property located at 821 Olive Street relative to the Rental to Single Family Owner Conversion Incentive Program.
- [18.](#) Resolution approving the preliminary plat of Greenhill Village Townhomes II.
- [19.](#) Resolution approving and authorizing execution of Supplemental Agreement No. 1 to the Professional Service Agreement for Grant Administration and Technical Services for Housing Projects with Iowa Northland Regional Council of Governments (INRCOG) relative to Community Development Block Grant (CDBG) Entitlement Funding.
- [20.](#) Resolution setting March 18, 2019 as the date of public hearing to consider adoption of the City's Code of Ordinances.
- [21.](#) Resolution setting March 18, 2019 as the date of public hearing on the proposed rezoning from A-1, Agricultural District, to RP, Planned Residence District, of property located at the southeast corner of West 12th Street and Union Road, and also on an associated amendment to the Schematic Land Use Map by changing the designation from Greenways & Floodplain to Greenways & Floodplain and Planned Development.
- [22.](#) Resolution setting March 18, 2019 as the date of public hearing to consider entering into a proposed Amended and Restated Agreement for Private Development with Buckeye Corrugated, Inc.
- [23.](#) Resolution setting March 18, 2019 as the date of public hearing to consider entering into a proposed Agreement for Private Development with Martin Realty Company II, L.L.C. and payment of certain economic development grants pursuant to said proposed Agreement.

Allow Bills and Payroll

24. Allow Bills and Payroll of March 4, 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 18, 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, Kruse, Blanford, Darrah, Wieland, Green. Absent: None.

- 52186 - It was moved by Kruse and seconded by deBuhr that the minutes of the Regular Meeting of February 4, 2019 be approved as presented and ordered of record. Motion carried unanimously.
- 52187 - Mayor Brown announced that this was the time and place for a hearing on a proposed resolution adopting and levying the final schedule of assessments for the 2018 Sidewalk Assessment Project, Zone 9. The Mayor then called for oral comments. There being no one present wishing to speak about the proposed assessments, the Mayor declared the hearing closed and passed to the next order of business.
- 52188 - It was moved by Wieland and seconded by Miller that Resolution #21,424, adopting and levying the final schedule of assessments for the 2018 Sidewalk Assessment Project, Zone 9, be adopted. Following a comment by Councilmember Green, question by Councilmember Blanford and response by Community Development Director Sheetz, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,424 duly passed and adopted.
- 52189 - Mayor Brown announced that in accordance with the public notice of February 6, 2019, this was the time and place for a public hearing on the proposed FY20 Budget for the City of Cedar Falls. It was then moved by Darrah and seconded by Miller that the proof of publication of notice of hearing be received and placed on file. Motion carried unanimously.
- 52190 - The Mayor then asked if there were any written communications filed to the proposed Budget. Upon being advised that there were no written communications on file, the Mayor then called for oral comments. Finance & Business Operations Director Rodenbeck commented briefly. There being no one else present wishing to speak about the proposed Budget, the Mayor declared the hearing closed and passed to the next order of business.
- 52191 - It was moved by Green and seconded by Wieland that Resolution #21,425, approving and adopting the FY20 Budget for the City of Cedar Falls, be adopted. Following questions by Councilmember Blanford, responses by Finance & Business Operations Director Rodenbeck and appreciative comments by Councilmember Darrah, the Mayor put the question on the motion and upon call

of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,425 duly passed and adopted.

- 52192 - Mayor Brown announced that in accordance with the public notice of February 1, 2019, this was the time and place for a 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. It was then moved by Miller and seconded by Blanford that the proof of publication of notice of hearing be received and placed on file. Motion carried unanimously.
- 52193 - The Mayor then asked if there were any written communications filed to the proposed public improvement and property acquisition. Upon being advised that there were no written communications on file, the Mayor then called for oral comments. There being no one present wishing to speak about the proposed public improvement and property acquisition, the Mayor declared the hearing closed and passed to the next order of business.
- 52194 - It was moved by Blanford and seconded by Green that Resolution #21,426, 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, be adopted. Following a request by Councilmember Wieland for a brief explanation of the project and response by Principal Engineer Schrage, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,426 duly passed and adopted.
- 52195 - Mayor Brown announced that in accordance with the public notice of February 8, 2019, this was the time and place for a public hearing on proposed amendments to Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District. It was then moved by Wieland and seconded by Darrah that the proof of publication of notice of hearing be received and placed on file. Motion carried unanimously.
- 52196 - The Mayor then asked if there were any written communications filed to the proposed amendments. Upon being advised that there were two written communications on file, the Mayor then called for oral comments. Community Services Manager Howard provided a brief explanation.

The following individuals spoke in opposition to the proposed amendments:

Jerry Geisler, 4412 South Hudson Road
Eashaan Vajpeyi, 3831 Convair Lane

Following a question by Councilmember deBuhr and response by Jerry Geisler, 4412 South Hudson Road, Councilmembers voted unanimously to allow extended discussion with Jerry Geisler, 4412 South Hudson Road.

The following individuals spoke in support of the proposed amendments:

Kathryn Sogard, College Hill Partnership Executive Director
Chris Martin, 421 West Seerley Boulevard
Dave Deibler, 1616 Campus Street
Becky Hawbaker, 2309 Iowa Street
Kyle Dehmlow, 2113 Vera Way

Northern Iowa Student Liaison Jacob Madden spoke in support of policies that would improve parking in the College Hill area.

There being no one else present wishing to speak about the proposed amendments, the Mayor declared the hearing closed and passed to the next order of business.

- 52197 - It was moved by Green and seconded by Wieland that Ordinance #2936, amending Chapter 29, Zoning, of the Code of Ordinances relative to the College Hill Neighborhood Overlay Zoning District, be passed upon its first consideration. Following questions and comments by Councilmembers Blanford, deBuhr, Wieland and Green, and responses by Community Services Manager Howard and City Administrator Gaines, the City Council voted unanimously to allow WGI parking study consultant Andy Miller to respond to questions by Councilmembers Kruse and Blanford.

It was then moved by Kruse and seconded by deBuhr to table consideration of the ordinance until completion of the college hill parking study. Following comments by Councilmember Darrah, the motion to table failed 2-5, with Miller, Blanford, Darrah, Wieland and Green voting nay.

It was then moved by deBuhr and seconded by Kruse to amend the parking ratio in the ordinance from 1 to 1.5 stalls for one bedroom and studio units. Following questions and comments by Councilmembers Kruse, Blanford, Miller, Green and Darrah and responses by Community Services Manager Howard, the motion to amend failed 2-5, with Miller, Blanford, Darrah, Wieland and Green voting nay.

It was then moved by Miller and seconded by Green to amend the parking ratio of one stall for one bedroom and studio units to apply to C-3 zoning only. Following questions and comments by Councilmembers Wieland, Kruse, Blanford, deBuhr and Green, and responses by Community Services Manager Howard, the motion to amend failed 2-5, with deBuhr, Kruse, Darrah, Wieland and Green voting nay.

The Mayor then put the question on the original motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, Blanford, Darrah, Wieland, Green. Nay: deBuhr and Kruse. Motion carried.

- 52198 - It was moved by Darrah and seconded by Blanford that the following items and recommendations on the Consent Calendar be received, filed and approved:

Receive and file the following resignations:

- a) Karen Morlan, Housing Commission.
- b) Todd Blanford, Human Rights Commission.

Receive and file the Committee of the Whole minutes of February 4, 2019 relative to the following items:

- a) FY20 Budget.
- b) Bills & Payroll.

Receive and file the City Council Work Session minutes of February 4, 2019.

Approve the application of Buzz-Smoke & Vapor, 2125 College Street, for a cigarette/tobacco/nicotine/vapor permit.

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.

Motion carried unanimously.

- 52199 - It was moved by Miller and seconded by Green that the following resolutions be introduced and adopted:

Resolution #21,427, 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.

Resolution #21,428, approving and authorizing execution of an Asphalt Crushing Services Informal Project Contract with Peterson Contractors, Inc.

Resolution #21,429, approving and authorizing execution of a Professional Service Agreement with Snyder & Associates, Inc. relative to the Oak Park Boulevard Sewer Replacement Project.

Resolution #21,430, approving and accepting the contract and bond of Peters Construction Corporation for the Place to Play Playground Project.

Resolution #21,431, approving and accepting the contract and bond of Peterson Contractors, Inc. for the 2019 Street Construction Project.

Resolution #21,432, approving and authorizing execution of Supplemental Agreement No. 3 with Snyder & Associates, Inc. relative to 2019 Engineering Services.

Resolution #21,433, 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.

Resolution #21,434, 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.

Resolution #21,435, approving and authorizing execution of a Professional Service Agreement with Community ReCode, LLC relative to the Downtown Visioning & Zoning Code Update 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, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolutions #21,427 through #21,435 duly passed and adopted.

52200 - It was moved by Miller and seconded by Darrah that Resolution #21,436, 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, be adopted. Following comments by Councilmember Green, Rosemary Beach, 5018 Sage Road, Roger White, 2303 Greenwood Avenue, Jack Dusenbery, President of Sartori Hospital (MercyOne) and Dave Deaver, 2441 Hawthorne Drive, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,436 duly passed and adopted.

52201 - It was moved by Miller and seconded by Kruse that Resolution #21,437, approving and authorizing a Joint Project Agreement with the City of Waterloo relative to reconstruction of the University Avenue & Midway Drive intersection, be adopted. Following questions by Councilmember deBuhr and responses by Community Development Director Sheetz, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried. The Mayor then declared Resolution #21,437 duly passed and adopted.

52202 - It was moved by Kruse and seconded by Green that the bills and payroll of February 18, 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, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried.

52203 - Councilmember Darrah expressed appreciation for the snow removal efforts of the Public Works staff.

Public Works and Parks Manager Heath provided a brief explanation of snow removal procedures, responded to questions by Councilmembers Kruse and Wieland, and also recognized his staff for their snow removal efforts.

Mayor Brown announced the Black Hawk County Gaming Commission's approval of grant funding for Phase I of the Streetscape project.

52204 - Jeff Johnson, 923 West 1st Street, expressed concerns with Department of Transportation plowing practices and future impacts on his property.

Penny Popp, 4805 South Main Street, commented on the number of firefighters resigning and requested a five-year plan for the Public Safety Officer program.

Eashaan Vajpeyi, 3831 Convair Lane, commented about action taken on the ordinance affecting the College Hill Neighborhood Overlay Zoning District.

52205 - It was moved by Kruse and seconded by Darrah that the meeting be adjourned at 9:13 P.M. Motion carried unanimously.

Jacqueline Danielsen, MMC, City Clerk



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: February 26, 2019

SUBJECT: Ridgeway Avenue Reconstruction
Project Number BR-106-3172

The City of Cedar Falls is planning to reconstruct a portion of Ridgeway Avenue Chancellor Drive to Hwy 58. The project will require the acquisition of right of way and temporary 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 hold a Public Hearing for March 4, 2019, to be held at the regularly scheduled City Council meeting.

xc: Chase Schrage, Principal Engineer

**NOTICE 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**

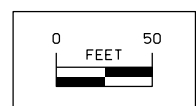
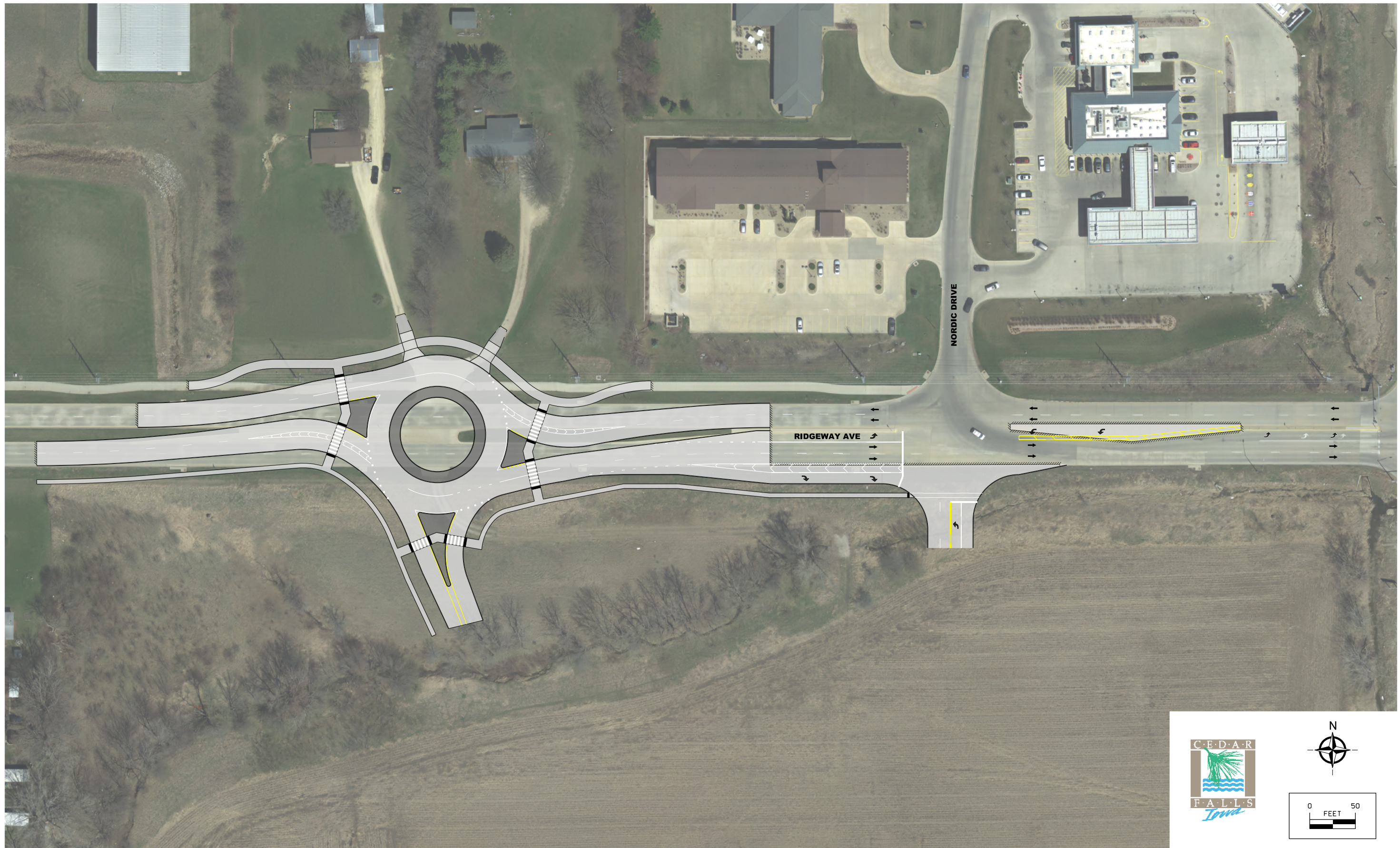
To Whom It May Concern:

NOTICE IS HEREBY GIVEN that on the 4th day of March, 2019, at 7:00 o'clock p.m. in the Council Chambers of the City Hall of the City of Cedar Falls, Iowa, 220 Clay Street, Cedar Falls, Iowa, a Public Hearing will be held by the City Council of said City on the proposal to undertake a public improvement project for the Ridgeway Avenue Reconstruction Project and to authorize acquisition of private property for the project.

Written objections to the proposal may be filed with City Clerk on or before the date of hearing, and all objections will be heard at the time of said hearing.

This notice is given by order of the City Council of the City of Cedar Falls, Iowa, on the 4th day of February, 2019.

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



PROJECT NO: _____ DESIGNED BY: _____
 PROJECT DATE: _____ CHECKED BY: _____
 CAD DATE: 1/25/2019 2:13:18 PM DRAWN BY: _____
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NO	DATE	BY	REVISION DESCRIPTION



RIDGEWAY AVENUE IMPROVEMENTS - PHASE 1
CHANCELLOR DRIVE TO IA HWY 58
 CITY OF CEDAR FALLS

PROJECT OVERVIEW
OPTION 6B

SHEET NO. **12**

ORDINANCE NO. 2936

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: _____ February 18, 2019 _____
 PASSED 2ND CONSIDERATION: _____
 PASSED 3RD CONSIDERATION: _____
 ADOPTED: _____

 James P. Brown, Mayor

ATTEST:

 Jacqueline Danielsen, MMC, City Clerk



MAYOR JIM BROWN

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

MEMORANDUM
Office of the Mayor

TO: City Council
FROM: Mayor Jim Brown
DATE: February 25, 2019
SUBJECT: Reappointments

I am recommending the following reappointments:

Name:	Board/Commission:	Term Ending:
Mark Miller	Board of Adjustment (reappointment)	03/31/2024
Gerald Sorensen	Board of Adjustment (reappointment)	03/31/2024

CITY OF CEDAR FALLS, IOWA

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

The City of Cedar Falls appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact City Hall at (319) 273-8600. The City of Cedar Falls is committed to providing equal opportunity for citizen involvement.

Name: Mark G. Miller Gender: M Date: 01-29-19

Home Address: 2929 Waterbury Drive Phone: 319-240-8083
First MI Last

Work Address: Retired Phone: _____

Email Address: mark@aldpub.com Cell: ''

Employer: _____ Position/Occupation: _____

If Cedar Falls resident, length of residency: 64 years Ward: 3

NOMINEE FOR: Board of Adjustment Board/Commission

COMMUNITY INVOLVEMENT: Please describe your present and past community involvement including voluntary, social, city, church, school, business and professional that are applicable. (Include dates of involvement, and any offices or leadership positions held.)

Please see attached list.

SPECIAL QUALIFICATIONS: Please list any special qualifications for serving on a board, including skills, training, licenses and certificates that are applicable.

I have served three terms on Board of Adjustment and have attended provided training. Served as Chair.

List reasons why you would like to be appointed and what contributions you believe you can make.

I enjoy serving on BOA and hope to continue and serve Cedar Falls in this position.

Are you aware of any conflict of interest, or potential conflict of interest, that may prevent you from carrying out your responsibilities on this Board/Commission in the best interest of the City of Cedar Falls? If so, please describe.

None

Please mail completed application to: City of Cedar Falls, Boards & Commissions, 220 Clay Street, Cedar Falls, IA 50613 or email to boards@cedarfalls.com.

BOARD OF ADJUSTMENT
Nominee's Questionnaire

1. Are you familiar with the workings/responsibility of the Board of Adjustment?
Please explain.

Yes, having served nine years

2. Are you familiar with the City Zoning Ordinance or what its general purpose is?
Please explain.

Yes

3. Would you feel comfortable making judgments on another person's request to deviate from established City regulations and having to tell that person that they cannot do what they desire? Please explain.

Yes

4. The Board normally meets on the first Monday of each month at 7:00 p.m. at City Hall. Are you generally available to attend those meetings?

Yes

5. How do you see your role on the Board of Adjustment?

My role is to listen to the facts and make a fair decision.


Signature

01-29-19
Date

Mark G Miller, List of Boards and Community Involvement

Served on CF Electrical Board of Examiners. Two years? 1976?

Sartori Hospital Foundation, 12 years, Executive Board, Treasurer

Parish Council, Saint Patrick's Church, 4 terms, 13 years, Past Chair.

Community Foundation of Northeast Iowa Board, (2 years) and Investment Commission, 4 years

Lions Club Board, 12 years, Past President

Friends of Historic CF

Nevada Nurses Foundation Advisory Board, 5 years

Illinois Nurses Foundation Advisory Board, 3 years

Cedar Falls Board of Adjustment, 9 years, Past Chair

Cedar Falls Development Group, 6 years, Past President

Heritage Palms Golf and CC, Finance Committee Fort Myers, FL 1 year, Secretary

Iowa Lions Foundation Trustee, 1 year

CITY OF CEDAR FALLS, IOWA

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

The City of Cedar Falls appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact City Hall at (319) 273-8600. The City of Cedar Falls is committed to providing equal opportunity for citizen involvement.

Name: GERALD E SORENSEN Gender: M Date: 1-29-19
Home Address: 2321 Blythe Blvd., CF Phone: 319-269-1168
Work Address: 3731 Pheasant W., Waterloo IA 50701 Phone:
Email Address: twinpower.gerald@gmail.com Cell: SAME
Employer: ReMax Home Group Position/Occupation: Broker/owner
If Cedar Falls resident, length of residency: 52yrs+ Ward:
NOMINEE FOR: BOARD OF ADJUSTMENT Board/Commission

COMMUNITY INVOLVEMENT: Please describe your present and past community involvement including voluntary, social, city, church, school, business and professional that are applicable. (Include dates of involvement, and any offices or leadership positions held.)
CF Lions club board of directors since (2009) St John Lutheran church past Church Council - currently on Finance Committee. President of NorthEast Iowa Regional board of Realtors, webelos Cub Scout leader 2008

SPECIAL QUALIFICATIONS: Please list any special qualifications for serving on a board, including skills, training, licenses and certificates that are applicable.
I am a licensed Realtor in Iowa and have been a homebuilder for many years. I have served on and lead many boards and have a good knowledge of meeting procedure

List reasons why you would like to be appointed and what contributions you believe you can make.
I was born in CF and lived here my entire life, I love the direction our city is going for development and want to ensure it continues to grow

Are you aware of any conflict of interest, or potential conflict of interest, that may prevent you from carrying out your responsibilities on this Board/Commission in the best interest of the City of Cedar Falls? If so, please describe.
I have no conflict with the city or the direction our development is going

City of Cedar Falls

BOARD OF ADJUSTMENT
Nominee's Questionnaire

1. Are you familiar with the workings/responsibility of the Board of Adjustment?
Please explain.

yes, I have served on this board since 2012

2. Are you familiar with the City Zoning Ordinance or what its general purpose is?
Please explain.

yes, the propose of zoning is to ensure proper growth while giving our citizens a clean, safe & stable city to live in and invest in.

3. Would you feel comfortable making judgments on another person's request to deviate from established City regulations and having to tell that person that they cannot do what they desire? Please explain.


yes, I have and I have no regrets with rulings that we've made.

4. The Board normally meets on the first Monday of each month at 7:00 p.m. at City Hall. Are you generally available to attend those meetings?

yes- I've only missed 1 meeting since 2012.

5. How do you see your role on the Board of Adjustment?

Currently I have been assigned to lead the board. going forward, I will stay in a leadership role & help new members understand the process.


Signature

1-25-19
Date

COMMITTEE OF THE WHOLE

City Hall – Council Chambers

February 18, 2019

The Committee of the Whole met in the Council Chambers at 5:20 p.m. on February 18, 2019, with the following Committee persons in attendance: Mayor Jim Brown, Tom Blanford, Frank Darrah, Susan deBuhr, Rob Green, Daryl Kruse, Mark Miller, and David Wieland. Staff members attended from all City Departments. Mark G. Miller, Gerald Sorensen, Andy Miller with Wantman Group, Inc. (WGI), 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, Board of Adjustment Interview – Mark G. Miller. Mr. Miller stated this is a reappointment to the Board of Adjustment. He explained he has served nine years. A brief discussion was held.

Mayor Brown called the meeting to order and introduced the second item on the agenda, Board of Adjustment Interview – Gerald Sorensen. Mr. Sorensen stated this is a reappointment to the Board of Adjustment. He explained he has served six years. A brief discussion was held.

Mayor Brown introduced the third item on the agenda, the Downtown Parking Study. Andy Miller with WGI gave a presentation to review the parking study information. He stated this presentation will be similar to the public information meeting which was held in January. He explained the process started in October and included an online survey in which 2,683 surveys were received. He reviewed parking violations and stated the City's handhelds are compatible with LPR and pay-by-mobile technology platforms. He reviewed the parking in the downtown area at various times, including lunch times, peak evening, and after 8:00 p.m. He reviewed parking occupancy counts for two different dates; October 25-26 and December 6-7. He stated maximum efficiency is 85% occupancy and the City is in line with this. Mr. Miller reviewed the new developments and their standalone parking lots. He explained after review, the number of parking stalls is adequate when he analyzed using the Urban Land Institute rating scale. He reviewed the number of parking spots in the downtown area and also reviewed the parking restrictions in the downtown corridor and what modifications could take place. He stated there is a possibility to add additional parallel parking spots along some of the downtown streets. Mr. Miller stated he reviewed other cities of comparable size; however he found no good comparison. He also reviewed the street scape improvement plan. Mr. Miller reviewed a list of recommendations he developed when completing the study; stating he is using them as a planning guide for short-term, mid-term, and long-term recommendations.

Mayor Brown opened it up for discussion from Council. Mr. Miller answered questions with regards to parking time restrictions for specific businesses, utilizing private parking lots, enforcement time changes to include evenings and weekends, parking kiosks instead of meters, and differences in overnight parking permits from day time permits. Mayor Brown opened it up for comments from the public. Rosemary Beach 5018 Sage Road asked about additional handicapped parking. Mr. Miller stated this could be reviewed during the downtown street scape improvements. LeAnn Saul of 1825 W. Greenhill Road commented on mass transit's effect on the parking study. Mr. Miller stated there is a .2% use of public transit to get to work and stated Cedar Falls is not a public transit community like other cities in Iowa. Eashaan Vajpeyi of 3831 Convair Lane commented that new developments should be

reviewed for parking requirements. Ivan Wieland of 2216 W. 3rd Street commented the downtown is oversaturated with restaurants and bars. Kevin Rogers, City Attorney, stated we could not limit the type of commerce. Deb lehl of 4219 East Park Road commented she would like the 2-hour parking to remain next to Agape Physical Therapy as it works well with their patron's appointments. She also stated additional lighting should be looked at on a few streets. Carol Lilly with Community Main Street looked forward to working with the City and is happy about the parking study.

Jennifer Rodenbeck, Director of Finance and Business Operations, stated the next steps would be for ordinance changes to be made and be presented at the Council meeting. Frank Darrah motioned to approve the downtown parking study findings and to direct staff to precede ahead with the proposed implementation recommendations. Mark Miller seconded the motion. The motion carried unanimously.

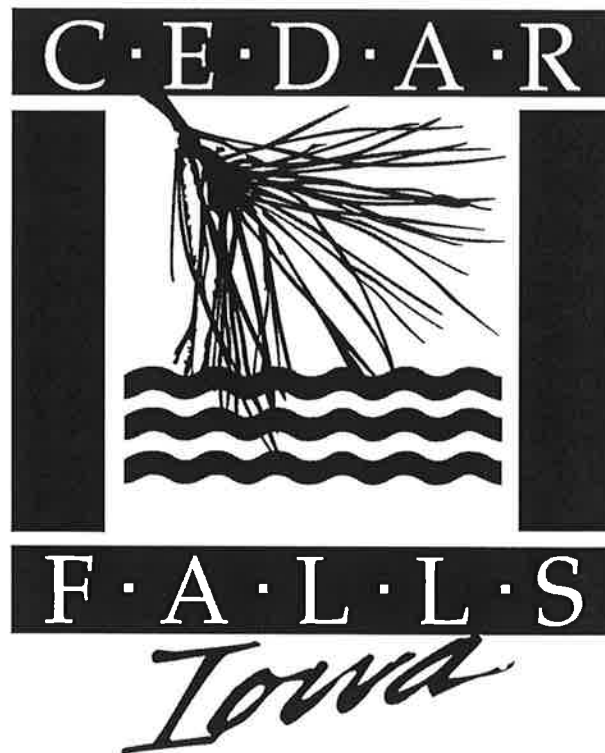
Mayor Brown introduced the final item on the agenda, bills and payroll. Daryl Kruse moved to approve the bills as presented, Rob Green seconded the motion. The motion carried unanimously.

There being no further discussion, Mayor Brown adjourned the meeting at 6:41 p.m.

Minutes by Lisa Roeding, Controller/City Treasurer

CITY OF CEDAR FALLS

DEPARTMENTAL MONTHLY REPORTS



January 2019

JANUARY 2019 MONTHLY REPORTS
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**FINANCIAL SERVICES
JANUARY 2019**

Financial Reports

Reviewed the bi-weekly City Council audit lists and monthly revenue and expenditure guidelines for transactions. The monthly revenue and expenditure guidelines were distributed to Council members and all department directors.

Cash Management

Property tax related revenues received to date in FY19 are monitored monthly. The daily cash balances and budget to actual revenues and expenditures for all funds for FY19 were monitored during the month. The revenue and expenditure activity for the Capital Projects Fund was also monitored during the month.

Treasury

Financial Services is responsible for maintaining accounting and cashflow as it relates to the city treasury, monitoring securities held by the City and investing idle cash to provide safe investments while maximizing interest earnings. Currently, the City has \$98,409,500 invested in CD's and \$300,000 in a liquid money market.

<u>Investments</u>	<u>Transactions</u>	<u>Amount</u>
CD's Matured	3	\$10,000,000.00
CD's Purchased	2	6,000,000.00
PFMM Deposit	0	0.00
PFMM Withdrawal	1	2,000,000.00
CD/Investment Interest		\$238,938.98

FY19 Budget

It was determined that an amendment was necessary to the FY19 budget. The public hearing was held on January 7th. The FY2019 budget amendment was approved by the City Council and the required state budget forms were filed with the Black Hawk County and Department of Management in January.

FY20 Budget

The preliminary FY2020-2022 Financial Plan was prepared for the Council for their committee meeting on February 4th. The Financial Plan includes various financial information and charts illustrating the City's proposed expenditures and revenues for FY2020 and projections for FY2021 and FY2022. The public hearing has been set for February 18th and the final FY2020-2022 Financial Plan will be completed after that date.

The state required budget forms were completed in January. The public notice will be published prior to the public hearing. The state budget forms include the FY2020 budget figures as well as the FY2018 actual figures and the FY2019 projected figures.

Payroll

All W-2s for employees of the City of Cedar Falls were printed and checked for accuracy. They were distributed to employees with their paychecks prior to the January 31st deadline. In addition, all required 1099s were printed and distributed to various vendors in January.

Also included with each W-2 was a 2018 Benefit Summary for each employee. The summary outlined all benefits paid by the City on behalf of the employees. These benefits included health insurance, life insurance, long-term disability benefits, IPERS, 411 pension, Social Security, and Medicare. All full-time employees and certain covered retirees received form 1095-C health insurance tax document to comply with coverage requirements of the Affordable Care Act.

Federal Grant Programs

We continued to monitor all federal grant accounts to ensure compliance with federal regulations. The quarterly Federal Cash Transaction Report for the block grant fund was timely filed as required by HUD. The monthly Electronic Data Collection for Section 8 Housing Voucher Program was filed timely as required by HUD.

Miscellaneous Financial Activities

1. We continued to monitor the grant accounts for all departments to ensure that expenditures do not exceed revenues for each grant.
2. The Special Assessment Receivables were updated.
3. The semi-monthly sales tax report was filed in a timely manner.
4. All payroll reports were filed as required by the various oversight units, such as the IRS, Social Security Administration, IPERS and the State of Iowa. For January, 39 payroll checks and 685 direct deposits were processed.
5. Capital asset additions were monitored during the month.
6. Accounts receivable were processed and 119 invoices were mailed out to customers.
7. 1,683 transactions for accounts payable were processed and approved by the City Council for payment and 639 checks were mailed out to vendors.
8. Continued to provide bookkeeping support to the Cedar Falls Community Foundation. 1099's for the Community Foundation were prepared and sent out by January 31, 2019. A W-2 for the Executive Director was prepared and distributed prior to January 31, 2019.
9. Continued to provide bookkeeping support for Sturgis Falls. 1099's for Sturgis Falls were prepared and sent out by January 31, 2019.

Benefit & Compensation Activities

1. Wellmark provided initial FY19 health and dental plan renewal options. Final numbers will be presented in April.

2. Wellness challenge #3, Seize the Zzzz opened for registration. Gift cards for challenge #2, Gratitude Attitude were distributed during the month.
3. A draft RFP was completed for review by the appropriate parties for a new benefits consultant for the City. Following review, the RFP will be distributed in February.

Civil Service Commission & Employment Related Activities

1. Recruitment, testing preparations, testing, list certification, backgrounds, physicals, new hire meetings, departure processing, or job classification processing took place for the following FT positions: Administrative Assistant, City Engineer, Civil Engineer I, Civil Engineer II, Code Enforcement Officer, Communications Specialist, Equipment Operator, Firefighter, Library Administrative Assistant, Library Director, Maintenance Worker (Internal Water Reclamation and Street), Principal Engineer, Public Safety Officer, Public Safety Supervisor-Capt., Public Safety Supervisor-Lt., Public Works & Parks Supervisor, Video Production Assistant; PT positions: Community Service Officer, Library Assistant/Community Center Facility Assistant, Maintenance Worker, Office Assistant, Production Assistant I, and seasonal positions within the Municipal Operations & Programs Department.
2. Follow-up and preparations took place for the January 16 and January 30 Commission meetings.
3. The Courier Advertising Agreement renewal was finalized and approved at the January 7 City Council meeting.
4. Conflict of interest forms continued to be received and tracked for recordkeeping.

Miscellaneous Personnel Activities

1. New performance evaluations templates for merit positions will be used for CY2018 evaluations. Staff attended an informational meeting to review the changes to the merit evaluation form. Performance evaluations were distributed and staff assisted management with related questions and provided prior year evaluations.
2. Completed conflict of interest forms were returned by the various departments and were scanned into the appropriate employee's file.

**Finance and Business Operations
Information Systems Division
Monthly Report January 2019**

Software Purchase/Installation/Upgrade Activities

- Software installations included:
 - WatchGuard body camera firmware was upgraded from version 3.0.2.209 to 3.0.2.213 in order to resolve syncing issues
 - Installed .NET Framework and Logicity on IT Test VM for Julie as well as TightVNC and Sophos on this machine
 - Installed Office, Adobe, Java, Sophos, VNC, and ISS Supervisor (vendor sent download link to Matt's e-mail) on Matt L laptop
 - Installed printer drivers (172.16.250.31 and 172.16.250.60)
 - Installed Zoom on mini PC in Engineering
 - PhantomPDF Business License from Foxit Software installed to the Admin pool.

- Upgrades:
 - Reinstalled Civil 3d on city surveyor's pc

Equipment Purchase/Installation/Upgrade Activities

- Equipment purchases included:
 - HDMI Converter Switches were purchased and installed in the Duke Young Room and Mayors Conference Room
 - Zebra printer ribbons and Blank DVD's for Police Evidence.
 - 52 TV's for the new Public Safety Building.
 - 27 mini PC's were ordered for the new Public Safety Building.
 - A 4 channel Pelco encoder was purchased for Investigations

- Equipment installations included:
 - 10 PC's were installed for Fire Fighter 1 training, in the PD briefing room.
 - A wireless access point was mounted, with the assistance of Traffic Operations, at the City Compost Site.
 - A laptop and projector were setup for a parking study, at the Community Center.

Project and Assistance Activities

- Agenda management software replacement

- Loaded all historical data for the calendar year 2018 into Municode.
- Terminated maintenance agreement with Hyland Software for SIRE.
- Updated website for watching Channel 15 live and historical agendas, minutes, packets and videos for public access.
- Watched training video for voting module.

- Additional Cameras for College Hill and Downtown Areas
- Scheduling Software for Public Safety Department
 - Met with Aladtec Representative to discuss creating our current time sheets out of the new system.
 - Gave all Police and Fire Scheduling to Aladtec for them to initially input into the system.

- New Server at the Library

- Replacement Phone System
 - Compiled a list of all questions and answers that were asked during the site visit from each vendor, and sent to all vendors with our replies.
 - Detailed our phone inventory to include number of wall mounts and the number of conference phones we need and included that in the communication to the vendors.
 - Received 6 RFPs on January 18.

- Mobile Application
 - Met with the team developed a list of links and features we wanted on the mobile app
 - Discussed our plan with CivicPlus found out we had to trim three features from the design
 - Investigated options of syncing calendars with the new Visitors Site to allow push notifications
 - Investigated options of creating Refuse Day calendars to enable push notifications for citizen Garbage Days.

- Graphic design projects for the month included:
 - Hearst Center: exhibit promo materials, miscellaneous posters, postcards, vinyl, miscellaneous printing
 - Tourism: miscellaneous printing, file touch ups, ads, facility inserts for guide
 - Other: website maintenance, mobile app assistance, business cards, miscellaneous printing and trimming, evacuation maps, fire truck Power Point images, TV slides, Rec Center fliers and promo items, CD brochure, no parking signs

- Assistance Activities:
 - A wireless access point was relocated from the old Rec Center meeting room to their new one in order to provide better connectivity.

- A Police officer was assisted with getting gas drive-off video from Casey's on Nordic.
- A Police officer was assisted with pulling video from a GoPro camera, which was left at the scene of a burglary.
- Continued to work with Erin, at the Library, on their new domain controller
- We continue to provide support for the City's FTP server, adding folders and managing security as necessary.
- Files and folders were restored from backup as requested by users.
- We continue to provide support for the City's automated door lock systems, adding, deleting, and changing user access as needed.
- Laptops and projectors were provided and setup for those needing them for meetings and travel.
- Users were added and removed from the network and employee intranet as required for hires and terminations.
- We continue to provide support for the digital video systems in the patrol cars, body cameras, city facilities, College Hill, Parkade, and covert operations as requested.
- We continue to provide support for the City's web site. News items were posted to the home page. Job openings, cable TV schedules, digital brochures, calendar items, bid opportunities, meeting agendas and minutes were posted as requested. Incoming requests to the request tracker system was monitored and forwarded to the appropriate department as necessary.
- We continue to provide support for the document imaging system, adding categories as requested, maintaining user accounts, maintaining appropriate security and providing backup and redundancy.
- We continue to provide support for the City's telephone system, adding and modifying services as requested

Problem Resolution Activities

- Rise Vision support was contacted in order to troubleshoot City Hall digital signage uploading issues. A patch was installed and an auto reboot/login was configured for everyday at 2:00 a.m.
- The embedded PC, at Bluff Street, was reset in order to gauge fuel levels at that fuel site.
- The main NAS device was rebooted because of backup failures.
- Used software to increase the main FTP hard drive space.

Equipment Repair Activities

- Swapped out PC at Water Rec – bad motherboard
- A UPS was replaced at the Transfer Station due to constant beeping.
- A faulty monitor was replaced in the Traffic Operations Supervisor's office.
- A power supply was replaced in a Cable TV storage machine due to loud fan noise.

Channel 15 Programming Activities

- Televised live programs from City Hall:
 - Two Cedar Falls City Council meetings
 - Two Committee of the Whole meetings
 - Two Planning & Zoning meetings
 - Two Cedar Falls School Board meetings

- Programmed CFU and Medicom cable providers for Channel 15 and Public Access.
- Updated & added Community Calendar events to the Channel 15 Announcements

- Regular production included:
 - Produced 3 City News shows
 - Produced 2 CF Boys Basketball games
 - Cedar Rapids Prairie
 - Iowa City West
 - Produced 1 CF Girls Basketball games
 - Cedar Rapids Xavier (Single Camera Production)
 - Produced 2 CF Wrestling meets
 - Waterloo East
 - Cedar Rapids Prairie (Single Camera/ non-truck production)
 - Produced 3 UNI Men's Basketball games for the Panther Sports Network
 - Southern Illinois
 - Indiana State
 - Evansville
 - Produced 2 videos for Cedar Falls Public Safety
 - Public Safety House Burn Training
 - New Fire Truck
 - Produced 2 episodes of Currents
 - Public Safety Officer application process
 - Public Safety Officer training process
 - Produced video on upcoming Ice Harvest Festival for Historical Society
 - Aired 4 new Panther Sports Talk shows
 - Aired 4 new Fight for Iowa shows
 - Produced 2 commercials for Sturgis Falls Kidsway Tent Fundraiser

- City News
Continued weekly news format program "Cedar Falls City News" including the following stories:
 - Waste Water river dye test in the Cedar River
 - Public Safety Building update
 - Pet License renewals
 - Ice Harvest Festival preview
 - Sturgis Falls theme and artwork for 44th Annual celebration.

- Sturgis Falls Kidsway Tent Fundraiser
- Sports: 3 CF athletes sign with Division I schools.
- Public Safety House Burn Training
- Cedar Falls Fire gets new fire truck
- Eight new Public Safety Officers take Oath of Office
- Hartman Reserve “History of Hartman”
- Tourism Upcoming Events
- Rec Center Indoor Park
- Snow Ordinance Reminders

Geographical Information Systems (GIS)

- **Projects:**
 - Checked all sanitary lateral lines for connectivity to gravity mains
 - Checked all storm sewer lines for connectivity to structures
 - Converted and published all 4Q sanitary videos and reports to the web mapping applications
 - Met with planning & engineering to discuss schedule and process moving forward on preliminary flood hazard zone updates issues 1/10/19, provided non-technical comments back to FEMA/IDNR
 - Met with staff and consulting team on master plan for Gibson Property
 - Checked all lanlink addresses against current inventory for public works
 - Created images for TraCS software for major intersections and all roundabouts
 - Updated all field collection software & hardware to link up with new IDOT GPS network upgrade
- **Web & Database:**
 - Added 4 new fields to road centerline data for Location Technologies vendor currently hosting AVL data for public works
 - Created new application for displaying preliminary flood data with areas added, changed & removed from current flood areas
 - Updated public web app to add lot information per user request
 - Created camera and street light data for Public Safety in the College Hill area
 - Updated 2019-20 pavement management projects for engineering
 - Converted CAD drawings for P/Z & Council exhibits
 - Updated cemetery information from CIMS into SQL
 - Updated rental information from Firehouse into SQL
 - Updated building permits from LAMA into SQL
- **Data Requests:**
 - Provided aerial and topo for Matthias Landscaping on Veteran’s Park
 - Provided FEMA/IDNR road data to correct preliminary FIRM maps

- Provided building permit, transportation plan, aerials, LiDAR, parcels, and utility information to Confluence & HR Green for Gibson Property plan
- Provided utility information for property along 27th St on Tiger Trail project
- Provided aerials to Shive-Hattery for project near UNI
- Provided parcel & storm data to Foth engineering for Clay St park drainage
- Provided data to UNI geography professor for potential student projects
- Maps:
 - Created map for Algonquin Dr pavement exhibit for Engineering
 - Created map of Union & Washington townships for Public Safety
 - Created map of cameras and street lights on College Hill for Public Safety
 - Created map of Tremont St widening for 2019 construction
 - Created map of UNI campus for their facilities department
 - Created maps for changes to 3 refuse routes
 - Created maps for new preliminary flood plain
 - Created map for Matthais Landscaping on Veterans Park
 - Created map of low-moderate income block groups for housing
 - Provided maps for new addresses issued:
 - Changed address for MU2 building at 100 E 2nd St

Training and Staff Activities

- A meeting was attended with our GIS analyst and our TraCS representative in order to import roundabout diagrams into our TraCS Police database.
- A wellness meeting was attended in the Mayor's conference room.
- Ladder safety and blood borne pathogen training was attended in the Council Chambers.
- A meeting was attended with our MDC vendor, Keltek, for demos of new MDC's
- Manager attended Cedar Valley Leadership Institute
- Received training on setting up users/folder on the city FTP site
- Attended OSHA ladder/bbp training
- Attended new evaluation criteria informational meeting
- Worked with GIS Intern to map platted easements and setbacks
- Checked GIS Intern's work for completeness and accuracy
- Began advertising for full-time Video Production Specialist position. This person will replace three vacant part-time Production Assistant positions.
- Accepted resignation of part-time Production Assistant Christian Stow. Christian has a full-time position at KWWL and had extremely limited hours with us. He will continue to work with us as a contractor on various productions.
- Attended webinar on Quarter 4 Civic Plus new features.
- Met with Dell EMC to discuss our space limitations we are having with our back-up system.
- Met with Public Works department to discuss data input into CIMS Cemetary Software.

**FINANCE & BUSINESS OPERATIONS
LEGAL SERVICES
January 2019**

REPORT FROM SWISHER & COHRT – SAM ANDERSON, LUKE JENSON:

1. **Traffic Court:**

City Cases Filed: 136 (this number includes both City and State tickets)

Cases Set: 8

Trials Held: 2

2. **Code Enforcement:** Attention to status of appeal – nothing filed and nothing paid; prepare documents for tobacco violations to Up In Smoke and Suds.

3. **Miscellaneous:** None.

REPORT FROM KEVIN ROGERS, CITY ATTORNEY

4. **PERSONNEL/HUMAN RESOURCES:**

- a) Consult with City staff on personnel and disciplinary matters
- b) Attend weekly Human Resource Meetings
- c) Work on Personnel Policy revisions
- d) Advise on Civil Service Commission issues

5. **RISK MANAGEMENT/CLAIMS:**

- a) Attend Risk Management Committee Meeting; provide input
- b) Update/consult with and prepare City Staff regarding pending claims/litigation, including:
 - i. workers compensation
 - ii. personal injury
 - iii. property damage
- c) Review and approve outside counsel legal fees and expenses for payment
- d) Contacts with outside legal counsel monitoring and advising on pending litigation involving the City
- e) Attention to remaining claims – University Avenue Reconstruction, Phase II
- f) Attention to Ridges detention facility litigation

6. **CONTRACTS/AGREEMENTS:**

- a) Advise & Drafting – Hawkeye Hotels lease

- b) Review and Advise—Terracon consulting agreement
- c) Review and Advise—Ferrell Madsen consulting agreement
- d) Review and Advise—CDBG agreement
- e) Draft temporary access agreement—W. 1st Street
- f) Review and Advise—Snyder consulting agreement
- g) Attention to Buckeye development agreement amendment
- h) Attention to Martin Brothers development agreement
- i) Review and advise—DOT contract amendment—W. 1st Street

7. **MAYOR/CITY COUNCIL:**

- a) Prepare for and Attend Meetings of City Council and Committee of the Whole; Meetings with Mayor Brown
- b) Advise on City Council meeting procedural issues

9. **MISCELLANEOUS:**

- a) Attend Weekly Department Meetings
- b) Professional Reading-municipal and employment law resources
- c) Advise on new Iowa appellate court cases of interest to the City
- d) Advise on Open Records requests
- e) Continued attention to property acquisitions; draft Deeds; condemnations — West 1st Street
- f) Drafting of responses – IPIB complaint
- g) Review, Advise & Drafting—Personnel Policy updates
- h) Additional work on Recodification
- i) Advise on street vacation procedure
- j) Attention to easement issue in downtown
- k) Work on property acquisitions (Rieger farm and Artesian Earthworks, LLC)
- l) Attend legislator forum at City Hall
- m) Work on media statement
- n) Attention to and draft OSHA complaint response

REPORT FROM COLLEEN SOLE, PERSONNEL SPECIALIST:

10. **Risk Management/ Workers' Compensation/ Property/Liability Claims:**

- a) The Risk Management Committee met January 16, 2019. Department Directors, City Attorney, and insurance representatives were in attendance. Workers' Compensation injuries, liability claims, damage to City property, policies, and disciplines were reviewed.
- b) Review contracts and certificates of insurance; working with legal counsel and conferring with Arthur J. Gallagher and contractor's agents.
- c) Special Events: review trails and parks rental agreements and insurance.
- d) Review and process outside legal counsel fees.
- e) Review and process claim fees and associated billing.

- f) Claims processing: worker's compensation, 411, liability, and property; work with contracted TPA Service, and work with outside legal counsel on litigation.
- g) Review and process unemployment claims; unemployment hearings.
- h) OSHA training and Office staff training conducted by Chuck Goodman, Loss Control Consultant with Arthur J. Gallagher.
- i) 2018 OSHA Form 300A Summary Form completed and posted; 2018 OSHA Survey completed and submitted; 2018 OSHA on-line reporting submitted.
- j) Process Flood Buyout Lease and submit to City Council.

11. **Personnel**

- a) Work with departments and legal counsel on disciplinary matters.
- b) Work with departments and legal counsel on various personnel issues.
- c) Review and process medical billing for pre and post-employment matters.
- d) Review of Personnel Policies with Personnel staff.
- e) Process FMLA leave and monitor non-FMLA leaves of absence.
- f) Set-up post-offer employment physicals, to include drug screens.
- g) Review and advise employees on personnel policy.
- h) Provided Exposure, Work and Personal Injury/Illness training provided to Police and Public Safety Officers, with assistance from MercyOne Occupational Health and Wellness.
- i) Prepare Annual Fire Physical process and calendar with MercyOne Occupational Health and Wellness.

12. **Human Rights Commission (HRC):**

- a) Attended Human Rights Education Committee and Commission Meeting on January 21, 2019. Provided staff support.
- b) Four current active cases; working with ICRC toward completion of claim. Work with citizens submissions to ICRC and mediate discrimination discussions with local entity.
- c) Process complaints, provide support to citizen's jurisdictional questions, and provide staff support to Commissioners.

**FINANCE & BUSINESS OPERATIONS
PUBLIC RECORDS
JANUARY 2019**

Public Records Activity

Prepared agendas, minutes and electronic packets for two Regular City Council and two Committee of the Whole meetings, and two Technical Review and two Planning & Zoning Commission meetings.

Drafted and processed meeting follow-up communications, minutes and legal documents.

City Council adopted twenty-five (25) resolutions during the month; staff drafted twenty (20) of these resolutions.

Issued the following:

- 1 Business License
- 0 Sidewalk Café permits
- 204 Pet licenses
- 28 Annual "Paw Park" permits
- 3 Cemetery Interment Rights Certificates

Issued the following Parking Permits:

- 35 Monthly Lot
- 27 Annual Lot
- 31 Annual Senior
- 4 Monthly Construction
- 8 Daily/Guest
- 0 Annual Dumpster

Processed (6) liquor licenses and (2) beer permits.

Recorded (5) documents with the County Recorder.

Satisfied (4) requests for public records and responded to (3) requests/concerns received thru the City's on-line Service Request feature.

Electronic notifications were sent to registered pet owners as a reminder for annual pet licensing.

Prepared final assessments and notifications for the 2018 Sidewalk Assessment Project – Zone 9.

Attended meeting regarding data input and reporting for the CIMS cemetery software.

Staff attended in-house office safety training relative to ladder safety.

Staff attended informational sessions about the City's new employee performance evaluation form.

The unemployment rates for the month of December 2018 were 2.6% for the Waterloo-Cedar Falls Metropolitan Area, 2.4% in Iowa (ranking #1 among states with the lowest unemployment) and 3.7% in the U.S.

Document Imaging completed

- Currents* newsletter - Winter 2019 Volume 1.
- Conflict of Interest forms for all employees & elected officials.
- 8 – Employee performance evaluations.
- 8 – Employee documents/personnel files.
- 3 – Annual State TIF reports (FY12-FY14).
- 13 – Miscellaneous boards, commissions & committees meeting materials.
- 47 – City Council Resolutions (#21,351-#21,397).
- 2 – City Council meeting files.
- 117 – Legal files (Attorney Moore).
- 62 – Inspection Services construction plans.

Parking Activity

Enforcement

- 608 – Parking citations issued.
- \$11,434.00 – Citations paid.

Collection Efforts

- \$ 808.00 – Collections from delinquent parking accounts.
- \$ 350.00 – Vehicle immobilizations (7 vehicles).

Coordinated meetings with the Parking Committee to prepare for and follow up after the Downtown Parking Study Public Meeting on January 15th at the Cedar Falls Community Center where the consultant presented findings and recommendations from the study.

**FINANCE & BUSINESS OPERATIONS
LIBRARY & COMMUNITY CENTER
JANUARY 2019**

Library Activity

Usage Statistics	November 2018	December 2018	December 2017
Customer Count	15,904*	15,362	15,211
Circulation	33,842	37,652	36,421
Ebooks, emagazines, and streamed videos	4,247	4,597	3,844
Downloaded music	1,552	1,561	1,766
Reference Service	1,824	1,801	1,926
Items Added	889	513	721
Event Attendance	2,668	889	1,079
Computer & Wi-fi Usage	3,066	2,806	3,510

*Door counter was not working the entire month

Special events in January included the following:

- Writers of the Cedar Valley
- Teen laser tag
- Teen book club
- Reading Pals, a program for kindergarten through 3rd graders to improve their reading fluency by practicing reading to a dog with Cedar Valley Pet Pals.
- Youth book clubs for 3rd-4th graders, 5th-6th graders, and junior high school students.
- Teen Minecraft
- Cookie Cottage Creation for adults
- Cultural Literacy: Race in the Cedar Valley: Past, Present, and Future featuring Reverend Abraham Funchess
- Paw Patrol event for children
- Board game Saturday with the Friendly Meeple
- Friends book discussions

Special events were funded by the Friends of the Cedar Falls Public Library.

The Friends book discussions included *Kitchen House* by Kathleen Grissom and *Killers of the Flower Moon* by David Grann.

Community Center: In addition to regular weekly events for seniors, such as ceramics, cards, billiards, functional fitness sessions, and music, the Center also hosted rentals for bridge, stamp club, and Entertainment at the Center.

**ENGINEERING DIVISION
PROJECT MONTHLY REPORT - January 2019**

<i>Project</i>	<i>Description</i>	<i>Status</i>	<i>Budget</i>	<i>Contractor/ Developer</i>
W. 20th Street Bridge Replacement	Box Culvert	Construction Underway	\$850,000	Engineering Division PCI
Campus Street Box Culvert	Box Culvert	Contracts	\$320,000	Engineering Division PCI
Walnut Street Box Culvert	Box Culvert	Preliminary Design	\$750,000	Engineering Division TBD
Cedar Heights Drive Reconstruction	Street Repair	RFP for Consultant	\$6,000,000	Engineering Division
Cedar River Whitewater Recreation	Recreation	RFP for Consultant	\$50,000	Engineering Division
Downtown Levee Improvements	Flood Protection Raise Levee to 500 Year	Construction Underway	\$11,800,000	Engineering Division AECOM
Dry Run Creek Sanitary Sewer Phase II	Sanitary Sewer	Final Out Remains	\$3,800,000	Engineering Division SM Hentges
2018 Permeable Alley	Storm Water	Final Out Remains	\$68,000	Engineering Division Bentons
Mandalay Slope Repair	Storm Water	Final Out Remains	\$107,000	Engineering Division S.L. Baumeier
2018 Sidewalk Assessment	Sidewalk	Construction Underway	\$38,924	Engineering Division Feldman Concrete
2018 Public Sidewalk and Pedestrian Trail Improvement Project	Sidewalk/Trails	Construction Underway	\$122,878	Engineering Division Feldman Concrete
Center Street Trail	Trails	Construction Underway	\$450,000	Engineering Division Cunningham Construction
2018 Street Construction	Street Repair	Construction Underway	\$4,700,000	Engineering Division PCI
Greenhill Road Extension	New Street Construction	Final Out Remains	\$5,100,000	Engineering Division AECOM
Highway 58 Corridor Study	Study and Design Greenhill Road to HWY 20	Construction Underway	\$2,500,000	IDOT/AECOM Engineering Division
Prairie Parkway & Viking Road Traffic Study	Traffic Study	Study Underway	\$10,000	Engineering Division AECOM
Greenhill Road Traffic Study	Traffic Study	Study Underway	\$90,000	Snyder
University Avenue - Phase I	Reconstruction	Final Out Remains	\$14,500,000	Engineering Division Foth Cunningham
University Avenue - Phase II	Reconstruction	Construction Underway	\$13,632,000	Engineering Division Foth
University Avenue - Phase III	Reconstruction	Final Out Remains	\$3,500,000	Engineering Division Foth
W. 1st Street Reconstruction	Reconstruction	Final Design	\$6,500,000	Engineering Division Snyder & Associates

**ENGINEERING DIVISION
SUBDIVISION MONTHLY REPORT - January 2019**

Project	Description	Status	Budget	Contractor/ Developer
Autumn Ridge 8th Addition	New Subdivision	Acceptance of Improvements Remain	-----	BNKD Inc. Shoff Engineering
Gateway Business Park	New Subdivision	Construction Underway	-----	Shive Hattery Baker Construction
Greenhill Village Townhomes II	New Subdivision	Preliminary Plat to Council	-----	CGA
McMahill Plat	New Subdivision	Final Out Remains	-----	Cedar Falls Schools Hall and Hall
Park Ridge Estates	New Subdivision	Under Review		Brian Wingert CGA
Prairie Winds 4th Addition	New Subdivision	Construction Underway	-----	Brian Wingert CGA
Prairie Winds 5th Addition	New Subdivision	Under Review	-----	Brian Wingert CGA
River Place Addition	New Subdivision	Construction Underway	-----	Kittrell/AECOM
Sands Addition	New Subdivision	Construction Underway	-----	Jim Sands/VJ
The Arbors Fourth Addition	New Subdivision	Under Review	-----	Skogman/CGA
Western Homes 7th Addition	New Subdivision	Under Review - Grading Approved	-----	Claassen
Wild Horse 4th Addition	New Subdivision	Under Construction	-----	Skogman/CGA

**ENGINEERING DIVISION
COMMERCIAL CONSTRUCTION MONTHLY REPORT - January 2019**

<i>Project</i>	<i>Description</i>	<i>SWPPP Status</i>	<i>Detention Calcs Status</i>	<i>Developer/ Engineer</i>	<i>Project Status</i>
924 Viking Road	924 Viking Road	Approved	Approved	Dahlstrom/CGA	Active
Ashley Furniture	2615 Capital Way	Approved	Approved	Claassen Engineering	Completed
Bethany Bible Church	4507 Rownd Street	Seed Stabilization	Approved	VJ Engineering	Completed
College Square Apartments	925 Maplewood Drive	Seed Stabilization	Approved	Confluence	Completed
Community Foundation	3117 Greenhill Circle	Seed Stabilization	Approved	Peters Construction	Completed
Community Motors	4617 University Avenue	Seed Stabilization	Approved	Helland Engineering	Completed
Greenhill Fountains - Ph. II	5307 Caraway Lane	Approved	Approved	Hall & Hall	Active
Hanna Park Lot 5	Under Construction	Approved	Approved	Shoff Engineering	Active
Jacobson Parking Areas	411 Clay Street	Approved	Approved	Peters Construction	Completed
UnityPoint	5100 Prairie Parkway	Seed Stabilization	Approved	VJ Engineering	Completed
Wayson Chiropractic	4615 Chadwick Road	Seed Stabilization	Approved	Peters Construction	Completed
Western Home Community Building		Approved	Approved	Claassen Engineering	Active
Willow Falls Addition	1123 Bluegrass Circle	Seed Stabilization	Approved	VJ Engineering Brent Dahlstrom	Completed
Aldrich Elementary School	2526 Ashworth Drive	Approved	Approved	Larson Construction	Active
Orchard Elementary School Addition	3909 Rownd Street	Approved	Approved	Brain Engineering	Active
Panther Office Addition	616 Clay Street	Approved	-----	Dollys Rental	Active
Airgas Parking Lot Addition	407 Performance Drive	Approved	-----	Cardinal Construction	Active
Veridian Credit Union Parking Lot	3621 Cedar Heights Drive	Seed Stabilization	-----	-----	Completed
Fager Properties LLC	3123 Big Woods Road	Approved	-----	Fager Construction	Active
State Street Mixed Use LC	200 E. 2nd Street	Approved	-----	Benton Sand & Gravel Inc.	Active
CFU Building Addition	1 Utility Parkway	Approved		Peters Construction	Active
City of Cedar Falls Community School	3626 W. 12th Street	Approved	-----	Peters Construction	Completed
Western Home Communities 4th - Building Addition	5317 Hyacinth Drive	Approved	Approved	Cardinal Construction	Active
Cedar Falls Lutheran Home for Aged	7501 University Avenue 1A & 2B	Approved	-----	Peters Construction	Completed
Brookside Veterinary Hospital	9305 University Avenue	Approved	-----	Magee Construction	Completed
JC Enterprises Parking Lot	1910 Center Street	Approved	-----	JC Enterprises	Completed
JC Enterprises Building Addition	1910 Center Street	Approved	-----	JC Enterprises	Completed
Deere and Company	6725 Cedar Heights Drive	Seed Stabilization	-----	Peters Construction	Completed
Cedarloo Park Parking Lot	4418 University Avenue	Approved	-----	City of Cedar Falls	?
Hertz Farm Building Renovation	6314 Chancellor Drive	Approved	Approved	Peters Construction	Active
Greenhill Commercial 2nd Addition - Lot 2	4505 Algonquin Drive	Approved	Approved	High Properties	Active
Great Wall Reconstruction	2125 College Street	Approved	Approved	Peters Construction	Completed
Weber Paper Remodel	5801 Westminster Drive	Approved	Approved	Peters Construction	Completed
Victory Motors Building Remodel	5312 University Avenue	-----	-----	All Seasons Construction	Active
Viking Pump Building Addition	715 Viking Road	-----	-----	Cardinal Construction	Active
Wayson Chiropractic	4615 Chadwick Road	Under Construction	Approved		-----
Willow Falls Addition	Bluegrass Circle	Under Construction	Approved	VJ Engineering Brent Dahlstrom	
N. Cedar Elementary School		Approved	Approved	Brain Engineering	
Western Home 7th Addition	Under Construction	Approved		Lockard Development	Active
Standard Distributing Co. Building Addition	317 Savannah Park Road	Approved	Approved	Casady Engineering, Inc.	Active
Henry Property (Fleet Farm Store + Fleet Farm Gas Station)	Ridgeway Ave.	Approved	Under Review	Henry Property/Bayer Baker	Active
Redeemer Church	815 Orchard Drive	Approved	Approved	VJ Engineering	Active
200 West 1st Street	200 W. 1st Street	Approved	Approved	Arabella, LLC	Active

**ENGINEERING DIVISION
COMMERCIAL CONSTRUCTION MONTHLY REPORT - January 2019**

<i>Project</i>	<i>Description</i>	<i>SWPPP Status</i>	<i>Detention Calcs Status</i>	<i>Developer/ Engineer</i>	<i>Project Status</i>
Test America	3019 Venture Way	Approved	Approved	FN Investors, LLC	Active
Threads	6601 Development Dr.	Approved	Approved	ACOH, LLC	Active
Rabo Agrifinance	1402 Technology Pkwy.	Approved	Under Review	Fehr Graham Engineering	Active
Standard Distribution	1225 Rail Way	Approved	Approved	Fred Rose, LLC	Active
Buckeye Corrugated	2900 Capital Way	Approved	Approved	Fehr Graham Engineering	Active
Lot 5 West Viking Road	3201 Venture Way	Approved	Approved	Skogman/CGA	Active
Fareway Stores	4500 S. Main Street	Approved	Approved	Fareway Stores/ Snyder & Associates, Inc.	Hydro mulched. Need final stabilization.
Public Safety Building	4600 S. Main Street	Approved	Approved	CGA/Peters Construction	Active
River Place MU II	122 E. 2nd Street	Approved	Approved	AECOM	Active
Hampton Inn	101 W. 1st Street	Approved	Approved	VJ Engineering	Active
422 Main St Driveway Relocation	422 Main St	Approved	-----	Fehr Graham Engineering	Completed
Holiday Inn	7400 Hudson Road	Approved	Approved	Shive Hattery	Active
Cedar Valley Chamber of Commerce	310 E 4th Street	Approved	-----	Koch Construction	Completed, Final stabilization in progress

City of Cedar Falls
 Development Services
 Inspection Services Division
 Monthly Report for:

Jan-19

Total for Month
 Total for Fiscal Year
 Total Same Month - LAST YEAR
 Total for Fiscal Year - LAST YEAR

\$16,149,810.00
 \$66,522,382.00
 \$1,843,099.00
 \$57,619,629.00

Construction Type	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Single Family New Construction	5	0	\$966,946.00	\$7,010.30	63	0	\$16,483,183.00	\$134,990.10
Multi-Family New Construction								
Res Additions and Alterations	49	0	\$491,649.00	\$8,886.75	640	0	\$6,325,291.00	\$109,743.50
Res Garages	1	0	\$87,600.00	\$959.25	41	0	\$592,825.00	\$10,131.00
Commercial/Industrial New Construction	2	0	\$14,300,000.00	\$73,846.50	9	0	\$31,565,400.00	\$158,534.75
Commercial/Industrial Additions and Alterations	6	0	\$303,615.00	\$3,675.10	71	0	\$11,425,416.00	\$79,811.37
Commercial/Industrial Garages					1	0	\$22,507.00	\$399.00
Churches								
Institutional, Schools, Public, and Utility					1	0	\$3,840.00	\$125.00
Agricultural/Vacant					5	0	\$103,920.00	\$0.00
Plan Review	8	0	\$0.00	\$43,454.68	53	0	\$0.00	\$139,614.93
Total	71	0	\$16,149,810.00	\$137,832.58	884	0	\$66,522,382.00	\$633,349.65

City of Cedar Falls
 Development Services
 Inspection Services Division
 Monthly Report for:

Jan-19

Construction Type	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Electrical	66	0	\$0.00	\$6,329.00	476	0	\$0.00	\$56,127.50
Mechanical	68	0	\$0.00	\$5,865.00	545	0	\$0.00	\$53,689.50
Plumbing	62	0	\$0.00	\$4,340.50	488	0	\$0.00	\$50,227.00
Refrigeration	1	0	\$0.00	\$180.00	3	0	\$0.00	\$490.00
Total	197			\$16,714.50	1512			\$160,534.00

Constructor Registrations	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Electrical	2	0	\$0.00	\$150.00	6	0	\$0.00	\$450.00
Mechanical	2	0	\$0.00	\$150.00	7	0	\$0.00	\$750.00
Plumbing					4	0	\$0.00	\$450.00
Refrigeration								
Total	4			\$300.00	17			\$1,650.00

Building Totals	71	0	\$16,149,810.00	\$137,832.58	884	0	\$66,522,382.00	\$633,349.65
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Grand Total	272	0	\$16,149,810.00	\$154,847.08	2413	0	\$66,522,382.00	\$795,533.65
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**PLANNING & COMMUNITY SERVICES DIVISION
MONTHLY REPORT
January 2019**

MONTHLY MEETINGS:

Planning & Zoning Commission – A meeting was held on January 9th and 23rd. The following items were considered. A joint meeting with the City Council was held on January 7 for review and discussion of the FY19-FY24 Capital Improvements Program.

<u>Applicant</u>	<u>Project</u>	<u>Request</u>	<u>Action Taken</u>
CV Commercial LLC	College Hill District Design Review – 2119 College Street	Site plan review for a new mixed use building	Deferred pending consideration of code amendments at City Council to clarify the parking standards for mixed-use buildings
City of Cedar Falls	Zoning Text Amendments to the College Hill Neighborhood Overlay Zoning District	Changes to delete ambiguous language from the code and establish parking and building design standards for mixed-use buildings	Recommend Approval
NewAldaya Lifescapes	Land Use Map Amendment and Rezoning – SE Corner of Union Road and West 12th Street	Introduction and discussion	Deferred to the 2/13 P&Z meeting
Panther Farms LLC	Greenhill Village Townhomes II Preliminary Plat	Introduction and discussion	Deferred to the 2/13 P&Z meeting
Panther Farms LLC	Greenhill Village Townhomes II Site Plan	Introduction and discussion	Deferred to the 2/13 P&Z meeting

Group Rental Committee – Held a regular meeting on January 15th, 2019.

Tracy Mudd (TLMBD Management, LLC)	1212 W. 7th Street	New rental for an occupancy of four (4) individuals aged 18 years or older	Approved for an occupancy of four (4) individuals aged 18 years or older subject to staff stipulations
Bryce Steiert (Steier Bros, LLC)	2001 Merner Ave.	New rental for an occupancy of four (4) individuals aged 18 years or older	Approved for an occupancy of four (4) individuals aged 18 years or older subject to staff stipulations

Board of Rental Housing Appeals – Held a regular meeting on January 14th, 2019.

Trevor McCormack (TJ Properties, LLC)	1122 W. 8th Street	Existing rental to increase to an occupancy of four (4) individuals aged 18 years or older	Approved for an occupancy of four (4) individuals aged 18 years or older subject to staff stipulations
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Board of Adjustment – No meeting in January.

Other Commissions, Board Meetings & Staff Liaison Responsibilities:

	Date	Notes/Actions
Historic Preservation Commission	1/9/19	Discussed upcoming CLG report and ongoing projects.
Housing Commission	1/8/19	Recommendation to keep Waiting List closed through 7/31/19. Reviewed draft of Needs Assessment study for Consolidated Plan.
Community Main Street Design Committee	1/4/19 and 1/18/19	Held special meeting on 1/4/19 to review proposed River Place II mixed-use project (on former Wells Fargo bank site). Regular meeting on 1/18/19.
Bicycle and Pedestrian Advisory Committee	1/8/19	E-Bike ordinance review.
Metropolitan Transportation Technical Committee	1/10/19	TAP selection process, Black Hawk County Water Trails Plan, bike share programs.
MET Transit Board	No meeting	
Wellness Committee	1/16/19	Reviewed upcoming programming and awards.

North Cedar Neighborhood Association	01/14/19	Update on Center Street trail project. Discussed submitted encroachment agreement application for neighborhood identification sign near Tourist Park.
College Hill Partnership	1/14/19	Discussed outcomes from public safety meeting for College Hill that was held at the Hearst Center. Update on Zoning Code Amendments moving forward to City Council. Progress on designs for Pettersen Plaza discussed. Discussed economic development grant funds received from the City that will be used to hire someone to do business district clean-up on weekends.

ECONOMIC DEVELOPMENT:

- Staff held kick-off meeting with consultant for the Gibson Property Master Planning Services Project.
- City acquired approximately 200 acres of farm land near the West Viking Road Industrial Park for the continued development and expansion of the industrial park.
- Met with businesses in the Industrial Park to discuss their business operations.
- Working with a company on potential new building projects in the Cedar Falls Technology Park, West Viking Road Industrial Park, and the Northern Cedar Falls Industrial Park.
- Property grading began on the site for the new Fleet Farm retail and convenience store.
- Construction began on a new 18,000 square foot professional office building in the Cedar Falls Technology Park.
- Interviewed consultant teams for top three scoring proposals for the Downtown Visioning & Zoning Code Update, followed up with reference checks. Committee selected the preferred consultant team of Ferrell Madden and Community ReCode. Contract to be negotiated and forwarded to Council in February.

PLANNING SERVICES:

- 301 citizen inquiries and staff responses with information/assistance.
- 15 land use permits were issued.

Number of Rental Inquiries: 30

Types of Questions:

- Information on paving requirements
- Confirming paving deadlines for rental properties
- Group rental permit for higher occupancy
- Existing rentals and level of occupancy determination
- Rear yard parking
- Group Rental Board of Housing Appeals process
- Fences, retaining walls, setbacks, etc.

CODE ENFORCEMENT:

Number with Cases During Timeframe	30	
Incomplete Cases	9	30.0%
Completed Cases	21	70.0%
		100.0%

<u>Description of Issue</u>	<u>Amount</u>	
Front and Side Yard Parking	3	
Brush Piles/Vegetation	1	
Garbage container at street curb	0	
Items at the Street Curb	0	
Junk/unlicensed vehicle	3	
Illegal Storage of Trash/Materials on Property	6	
Property/Building Maintenance	1	
Sump Pump	3	
Snow/Ice on Sidewalks	12	
Rental Paving	0	
Signs in the ROW	1	
Animal control	0	
Loud Party	0	
Total	30	

Landlord Accountability Ordinance:

- 9 rental properties.
- 0 properties issued citations/points.

OTHER PROJECTS FOR JANUARY INCLUDED:

- Preliminary updated FIRM maps released by FEMA/DNR – formed staff committee to manage the project and public outreach, organized City response and planned appeal of maps in locations where City projects have likely reduced the floodplain, e.g. along the University Branch of Dry Run Creek.
- Postcards and final paving reminders were sent to the relevant landlords with paving deadlines in February 2019.
- W. 1st Street reconstruction project continues with final design and the right of way portion of the project.
- Annual CLG report started for the Historic Preservation Commission
- Parking Study Committee ongoing discussions with consultant for downtown parking study. Public presentation on January 15.

CDBG

- IDIS reporting updated and completed
- Finalization of the 5-year Consolidated Plan, joint project in a consortium with Waterloo. INRCOG under contract to update the plan.

Programs:

- **CDBG**
 - Monthly required reporting and reimbursement requests are ongoing.

Housing Rehabilitation Grants 2 Property under construction
 2 Properties in pipeline
 3 Property complete
 0 Applications received

Emergency Grants 1 Property under construction
 0 Property in bidding
 0 Property in pipeline
 1 Application received
 3 Projects completed

A variety of technical requirements must be met for these programs to meet the grant, such as historical reviews, income verifications, etc. These occur throughout the month and process of approval, implementation and completion.

Housing Choice Voucher

Waiting List	337	HAP Payments	\$ 94,961
New Applications Taken	0	Utility Payments	\$ 1,015
Units under Contract	216	Admin Fees Paid	\$ 211
Total Vouchers Available	326*		
Lease Up Goal	240**		
Lease Up Rate	66%		
Initial Vouchers Issued	6		
Mover Vouchers Issued	4		
New Admissions	4		

Citizen Contacts / Appointments: A total of 50 appointments were held and 137 citizen/client contacts were addressed.

- 12 Annual Recertification
- 11 Vouchers Issued
- 4 New Admission
- 14 Interim Income changes
- 3 Port In/Out
- 6 Other

HQS Inspections: 10 Inspections were completed (2 Bi-annual, 3 Reinspections, 5 New)

End of Participation: 0 clients ended participation.

Hearings: None

**Amount of Vouchers HUD authorizes*

*** Lease up goal based on available funding*

Add A Dollar Report

There were 0 requests for utility assistance in January.

**DEPARTMENT OF COMMUNITY DEVELOPMENT
WATER RECLAMATION DIVISION
MONTHLY REPORT - JANUARY 2019**

PLANT OPERATIONS

Plant performance was very good for the month of January. All permit requirements were met for the month.

PROJECTS

Staff has been involved with INRCOG and surrounding communities with the progress of the Feasibility Study for wastewater regionalization. This would require wastewater from Cedar Falls to be pumped to Waterloo's collection system to then be transported to the existing facility on the SE area of Waterloo. There were many changes recommended in the draft report to be included before the final report is released. The costs and benefits of regionalization will be weighed against other options as we move forward to determine the best course of action for Cedar Falls.

Staff has continued with the work rebuilding pumps and motors at the Cedar Heights lift station. When complete, three pumps and motors will be rebuilt or replaced.

INDUSTRIAL PRETREATMENT

All industries holding Industrial Wastewater Discharge Permits are required to submit compliance reports in January. All industries submitted these reports on time and appear to be in compliance with their permits. An annual report will be prepared in February for DNR.

BIOSOLIDS

We hauled just 33,000 gallons of biosolids out of the plant to local area farm fields in January. An additional 240,000 gallons were processed and dried for disposal later. Data was gathered for the annual report which has to be filed with EPA and DNR by February 19th.

There were 6.69 tons of inorganic materials hauled to the landfill during January.

SANITARY SEWER COLLECTION SYSTEM CALLS AND SERVICE

There were four calls concerning sanitary sewer problems in January, none of which involved a problem with the city's main.

There were two calls for problems at a lift stations, each were 'false' alarms.

Crews cleaned approximately 2,260 feet (0.4 miles) of sanitary sewer lines. Another 3,475 feet (0.66 miles) of sanitary sewer lines were televised. Cold weather brings our focus indoors to building maintenance on the eighteen buildings for which we are responsible. Staff completed several painting projects in January.

Crews processed eighty five (85) requests to locate sewers in construction areas for the Iowa One Call system. Only thirty three (33) were pertinent and actually required a locate.

**DEPARTMENT OF MUNICIPAL OPERATIONS AND PROGRAMS
PUBLIC WORKS/PARKS DIVISION
PARK/CEMETERY/GOLF SECTION
MONTHLY REPORT FOR JANUARY 2019**

PARK

- Performed routine cleanup duties at Paw Park.
- Performed routine restroom stocking and shelter cleanup duties.
- Performed routine playground inspections & repairs
- Removed and covered up graffiti.
- Repair toilet at Paw Park bathroom.
- Hauled chips to playground sites.
- Painting plywood for interior walls at place to play bathrooms.
- Place to Play Park bathroom construction.
- Snow removal and salt city facilities after snow fall event.
- Assisted police & fire with prep and cleanup for house burn on Timothy St.
- Attended OSHA training
- Clean up glass from broken pane at city bus stop location.

ARBORIST

- Ash Street trees removals. (38 total)
- Other street tree removals. (0 total)
- Some routine trimming and hanger removals from multiple locations. (1 total)
- Routine cleaning and maintenance of arborist equipment.
- Snow removal and salt city facilities after snow fall event.
- Tree trimming and removals around College Hill area during holiday break.
- Attended OSHA training
- Snow removal operations throughout the month.

CEMETERY STAFF

- Performed regular grave openings/closings and assistance with funerals. (9 total)
- Detailed vehicles.
- Repaired cemetery flag pole lights.
- Painting new plywood for cemetery ground protection.
- Filled settling graves in all cemeteries.
- Attended OSHA training.
- Snow removal operations throughout the month.

**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
CEMETERY SECTION
MONTHLY REPORT**

FOR THE MONTH OF: January Year 2019

Interments:

Greenwood	5
Fairview	2
Hillside	2

Disinterment:

Spaces Sold:

Greenwood	1
Fairview	4
Hillside	2

Services:

Cremations	1
Saturday	
Less than 8 hrs. notice	
After 3:00p.m.	

Receipts:

Prepetual Care

Greenwood	\$ 160.00
Fairview	\$ 590.00
Hillside	\$ 320.00
	\$ 1,070.00

Burial Permits	\$ 6,625.00
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Lot Sales	\$ 4,280.00
Marker permits	\$ -
Deed Transfers	\$ -

Total Receipts:

	\$11,975
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**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
PUBLIC WORKS/PARKS DIVISION
REFUSE SECTION
MONTHLY REPORT FOR JANUARY 2019**

RESIDENTIAL SOLID WASTE COLLECTION

The automated units collected a total of 573.88 tons of solid waste during the month of January. The 143 loads required 342.00 man-hours to complete, equating to 1.68 tons per man-hour. The automated units used 1,280.01 gallons of low sulfur diesel fuel during the month.

PARKS GARBAGE ROUTE

The automated park garbage truck collected a total of 0.76 tons of solid waste during the month. The 4 loads required 32.00 man-hours to complete, equating to 0.02 tons per man-hour. The automated unit used 32.79 gallons of low sulfur diesel fuel during the month.

CONTAINER ROUTE

The container route crew collected Twenty-one (21) loads of refuse for the month. The containers totaled 23.55 tons and required 100.00 man-hours to complete. This operation yielded 0.24 tons per man-hour. The semi-automated collection totaled 23.58 tons and required 85.00 man-hours to complete. This operation yielded 0.28 tons per man-hour.

The total number of January container dumps was 707. Sixteen percent (16.12%) or 114 of these dumps, were for non-revenue bearing accounts.

The container route truck used 191.29 gallons of low sulfur diesel fuel during the month.

LARGE ITEM COLLECTION

Refuse personnel made 69 large item stops during the month and collected 6.92 tons. This required 32.00 man-hours to complete and equates to 0.22 tons per man-hour. Ten (10) Appliances and Seven (7) Televisions were collected this month.

RESIDENTIAL YARD WASTE COLLECTION

Refuse crews collected 2.84 tons of yard waste curbside this month. The 4 loads required 16.00 man-hours to complete, equating to 0.23 tons per man-hour.

There are currently 7,780 yard waste accounts throughout the city.

16 yard waste carts and 160 Christmas trees were picked up this month.

The Automated yard waste collection trucks used 85.57 gallons of low sulfur diesel fuel during the month.

TRANSFER STATION SOLID WASTE

The Transfer Station's trucks hauled 65 loads of solid waste to the Black Hawk County Landfill totaling 879.20 tons.

The Transfer Station accepted 250.51 tons of commercial and residential solid waste this month.

140 appliances, 102 tires, 64 television sets, and 49 computer monitors were received at the Transfer Station for the month.

Ten (10) Tree Tags were purchased this month.

The Transfer Station's trucks used a total of 439.66 gallons of low sulfur diesel fuel during the month.

TRANSFER STATION YARD WASTE

The Transfer Station's did not haul any loads of yard waste to the Black Hawk County Landfill. All loads were taken to the Compost Facility.

The Transfer Station accepted 2.43 tons of commercial and residential yard waste this month.

Refuse crews hauled 1.82 tons of yard waste to the Compost Facility this month.

RECYCLING CENTER (Drop off site located at 1524 State Street)

The recycling center received the following approximate quantities during the month of January:

Tin (Baled)	1.37 tons
Plastic (non-baled)	0.00 tons
Plastic (Baled)	13.37 tons
Cardboard (non-baled)	0.00 tons
Cardboard (Baled)	59.16 tons
Newspaper/Magazines (non-baled)	0.00 tons
Newspaper/Magazines (Baled)	22.50 tons
Phone Books	
Books/Flyers	
Office Paper	5.29 tons
Plastic Bags	0.83 tons
Styrofoam	1.04 tons
Other Items Recycled for the month	
Appliances	8.80 tons
E-Waste	5.37 tons
Glass	46.27 tons
Scrap Metal	15.82 tons
Shingles	0.00 tons
Tires	2.72 tons

Revenue generated by the Recycling Center for January was \$3,744.05.

UNI RECYCLING SUBSTATION

The UNI Recycling Substation received the following quantities of recyclables for the month of January.

Plastics #1-7	3.25 tons
Cardboard	11.40 tons
Newspaper	7.62 tons
Tin	1.23 tons
Glass	1.89 tons
Plastic Bags	0.52 tons
Office Paper	1.96 tons
Styrofoam	0.25 tons
Total	28.12 tons

FAREWAY RECYCLING SUBSTATION

The Fareway Recycling Substation received the following quantities of recyclables for the month of January.

Plastic #1-7	5.62 tons
Cardboard	16.89 tons
Newspaper	6.86 tons
Tin	1.57 tons
Glass	3.99 tons
Total	34.93 tons

GREENHILL VILLAGE RECYCLING SUBSTATION

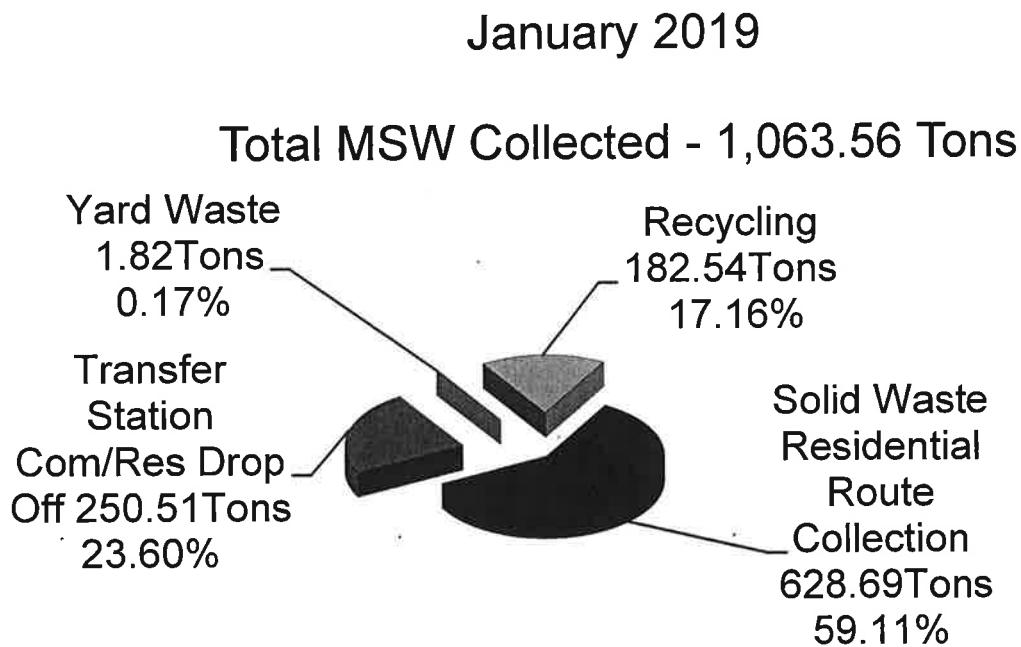
The Greenhill Village Recycling Substation received the following quantities of recyclables for the month of January.

Plastic #1-7:	5.10 tons
Cardboard	16.12 tons
Newspaper	3.20 tons
Office Paper	0.40 tons
Plastic Bags	0.61 tons
Tin	0.71 tons
Glass	3.07 tons
Styrofoam	0.29 tons
Total	29.50 tons

MONTHLY TOTALS

Municipal Solid Waste figures for the City of Cedar Falls:

The total waste collected by the City of Cedar Falls and hauled to the Black Hawk County Landfill, and to City Carton including Solid Waste, Yard Waste, and Recycling was 1,063.56 tons. The following pie chart is a representation of the Municipal Solid Waste figures for the month of January 2019 for the City of Cedar Falls.



MISCELLANEOUS TASKS

Refuse and yard waste carts were exchanged and repaired as needed.

Equipment was cleaned on a weekly basis.

Refuse service was cancelled for two days this month on January 30-31, 2019 due to the extreme cold. Service was resumed on February 1, 2019.

**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
PUBLIC WORKS / PARKS DIVISION
STREET SECTION
MONTHLY REPORT FOR JANUARY**

COMPOST FACILITY

- The seasonal compost facility was randomly monitored on a daily basis.
- Unacceptable & undesirable materials dropped off by visitors at the compost facility were removed whenever encountered.

OUTSIDE SECTION ASSISTANCE

- Provided assistance in the fleet maintenance facility.
- Assisted with solid waste and yard waste collection.
- Provided assistance with EAB tree removal.
- Assisted with construction activities at the "Place To Play Park"

STREET & ALLEY MAINTENANCE

- Potholes were filled with asphalt cold mix.
- Alleys & road shoulders were graded as needed during the month.

CEDAR RIVER DAM & FLOOD LEVEE

- The river level was monitored and normal operational procedures were followed during fluctuating water levels.

ICE & SNOW CONTROL

- Ordered and received delivery of 1000 tons of road salt.
- Responded to several snow & ice events by plowing and applying de-icing materials to roadways based on established policies.
- Back to back snow events coupled with severe low temperatures & strong winds created issues with keeping roadways clear. In addition to motor graders with wing attachments, loader mounted snow blowers were required to remove drifted snow at numerous locations.
- Snow was hauled from the high school, downtown & College Hill area streets during overnight hours. Extreme low temperatures created multiple equipment breakdowns.
- Snow was removed from parking lots, cul-de-sacs and also from intersections where snow piles were creating sight distance issues.
- Manufactured salt brine to replenish supplies.

MISCELLANEOUS TASKS:

- Removed woody vegetation from roadside ditches at various locations.
- Staff attended the "Iowa One Call" annual training event.
- Staff attended OSHA training.
- Removed beaver dams from Dry Run Creek at various locations.

**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
PUBLIC WORKS/PARKS DIVISION
TRAFFIC OPERATIONS SECTION
MONTHLY REPORT FOR JANUARY 2019**

- 84 traffic control signs were repaired.
- Made 8 labels for vehicle maintenance.
- Fabricated 8 signs for various applications.
- Traffic operations completed 2 One Call utility locates.
- Completed 11 minor repairs or upgrades to different signalized intersections.
- Traffic personnel assisted building maintenance with 12 minor tasks.
- Traffic operations responded to 5 traffic signal in flash calls. Repairs were made and returned to normal operation.
- Delivered building supplies and completed recycling task at city facilities.
- Traffic personnel assisted in 10 different snow removal events.
- Installed 3 LED cobra head street lights at the Water Rec facility.
- Made 5 lighting repairs for Parks and Cemeteries.
- Traffic Operations set up our new Malfunction Management Unit (MMU) tester and began the testing process. The new unit has the capability of testing the flashing yellow arrow function.
- Replaced old batteries with new ones for backup power at 3 different intersections.
- Replaced controller at intersection of Hudson and Technology due to numerous faults.
- Completed the 2019 Pavement Marking Contract. It will be sent out for bid early next month.
- Two full time employees of Traffic Operations attended the 2nd seminar of OSHA 10 hr. training.

**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
FLEET MAINTENANCE SECTION
MONTHLY REPORT FOR JANUARY 2019**

The Fleet Maintenance Section processed 153 work orders during the month of January 5 of them were either sent out or done by staff from other sections.

1,363 transactions were recorded through the City's fuel dispensing sites. The Usage was as follows:

6,700.889 Gallons of Ethanol

12,086.365 Gallons of low sulfur diesel fuel

The total amount of fuel pumped for the month of January was 18,787.254 Gallons.

Routine service and repairs were conducted throughout the month on the City's fleet. Following is a list of significant repairs performed on equipment.

Street Section

230: Installed new axle seals and rear brakes.

245: Replaced all six fuel injector lines and leaking auger motor.

265: Replaced the plow lift cylinder and auger feedback sensor.

241: Replaced all brake components on the rear axle.

242: Replaced auger feedback sensor.

267: Replaced rear brake chambers and installed GPS speed sensor.

270: Repaired wiring to transmission output sensor.

275: Repaired transmission kick down cable.

243: Replaced blown fuel injector line.

269: New truck setup.

Refuse Section

342: Replaced front axle kingpins, springs and brakes.

320: Installed new seat and serviced truck.

372: Repaired coolant leak.

3051: Welded up leak on pack cylinder on cardboard bailer.

Parks/Cemetery/Rec Section

2105: Replaced upper and lower ball joints, tie rod ends, brakes and aligned.

2108: Replaced spark plugs, cap and rotor and repaired driver's door hinges.

2330: Replaced shift tube, handle, tube bracket, blower motor circuit, battery and alternator.

2194: Repaired coolant line and purged air out of system for proper cab heating.

Fire Division

FD501: Completed in service and installed Knox box, radio and changed hose adaptors.

FD503: Adjusted brakes, inspected brake components.

Police Division

PD00: Replaced battery and charger in radar trailer.

PD07: Replaced rear brakes pads, rotors and calipers.

PD16: Repaired power supply to laptop power inverter.

PD20: Replaced PTU on transmission.

Community Development

401: Replaced drive axle seal, front brakes and serviced.

115: Replaced frozen battery and serviced.

139: Replaced rear topper door and replaced door strut.

**DEPARTMENT OF MUNICIPAL OPERATIONS & PROGRAMS
PUBLIC WORKS / PARKS DIVISION
PUBLIC BUILDINGS
MONTHLY REPORT FOR JANUARY 2019**

CITY HALL

- Completed cleaning inspections of facility.
- Completed pest control services.
- Completed recycling services.
- Replaced dirty HVAC filters.
- Tested emergency generator.
- Tested elevator fire operation.
- Replaced bad light ballasts.
- Replaced bad light bulbs.
- Adjusted thermostat settings as needed.
- Delivered janitorial supplies.
- Refilled salt containers.
- Completed afterhours call for backed up sewer line in men's locker room. Contractor cleaned 50' of sewer line and removed baby wipes that had clogged the line.
- Programmed new remote for sally port door.
- Drained two water heaters and cleaned out lime. Replaced heating elements in both heaters.
- Repaired walls and painted engineering office.
- Troubleshoot heating issues in code enforcement office. Changed programming of fan operation to balance air between two offices.
- Replaced batteries in all thermostats in building.
- Responded to report of water leak in the PD briefing room. Removed wet insulation to expose leak. Repaired leak, reinsulated pipes, replaced damaged ceiling tiles and cleaned we carpet.
- Worked with IT to troubleshoot power supply to investigations cameras. Determined Pelco power supply was faulty.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.
- Replaced batteries in fire alarm panel.

COMMUNITY CENTER

- Completed cleaning inspections of facility.
- Completed pest control services.
- Replaced dirty HVAC filters.
- Replaced bad light bulbs and ballasts.
- Delivered janitorial supplies.
- Refilled salt containers.
- Repaired table legs.
- Repaired casters on cart.
- Installed weather seal on receiving door.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.
- Repaired table tops coming loose from bases.

FIRE DEPARTMENT

- Delivered janitorial supplies.
- Installed new faucet in restroom.

HEARST CENTER

- Completed cleaning inspections of facility.
- Completed recycling services.
- Replaced dirty HVAC filters.
- Replaced bad light bulbs and ballasts.
- Delivered janitorial supplies.
- Refilled salt containers.
- Went through all humidifiers and confirmed proper operation. Installed new hoses on two of units.
- Furnace air intake cleaned by contractor.
- Replaced batteries in fire alarm panel.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.

HEARST RENTAL

- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.

LIBRARY

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Tested elevator fire operation.
- Reviewed building automation systems to verify proper operation of systems. Scheduled settings for holidays.
- Replaced light bulbs.
- Replaced light ballasts.
- Replaced dirty HVAC filters.
- Refilled salt containers.
- Replaced batteries in fire alarm panel.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.
- Adjusted temperatures throughout building to adjust for outdoor air temp.
- Shut down ERV unit during extreme cold temps to prevent outside air from coming into system.
- Repaired floor outlet cover.
- Removed old electronic and cabinet from building and recycled.
- Met with contractors to obtain bids for glass safety railing.
- Replaced stained ceiling tiles.
- Repaired stool in women's locker room.
- Replaced fuse on book reader/check out machine.

MUNICIPAL OPERATIONS AND PROGRAMS

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Tested emergency generator.
- Replaced dirty HVAC filters.
- Reviewed building automation systems to verify proper operation of systems. Reset outdoor air sensor, recalibrated two room sensors..
- Replaced bad light bulbs.
- Replaced bad light ballasts.
- Delivered janitorial supplies.
- Cleaned restrooms at 1500 Bluff and restocked supplies.
- Replaced batteries in fire alarm panel.
- Removed damaged gate from 1500 Bluff.
- Cleaned air vents in men's locker room.
- Reset light sensor in vehicle storage bay.

PHEASANT RIDGE

- Set up space heater under sink to prevent pipes from freezing.
- Installed sheet of insulation on exterior wall to prevent pipes from freezing.

RECREATION CENTER

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Reviewed building automation systems to verify proper operation of systems and schedules. Scheduled setting for holidays.
- Replaced bad light bulbs and ballasts.
- Refilled salt containers.
- Replaced batteries in fire alarm panel.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.
- New bypass valve and controller was installed on boiler.
- Installed temporary LED light in main hall to sample.
- Cleaned ceiling fans in hallways.
- Replaced a relay on heat pump in conference room,
- Reset boilers and filled loop to proper pressure before new bypass valve was installed.
- Repaired exterior handicap button.

TRAFFIC OPERATIONS

- Assisted with signage repair and locates.
- Shannon continued cross training in traffic signals and sign plotter.

VISITORS CENTER

- Completed cleaning inspection of facility.
- Completed pest control services.
- Completed recycling services.
- Replaced bad light bulbs.
- Delivered janitorial supplies.
- Refilled salt containers.
- Went through building during snow day to ensure all heaters were working properly. Ran water on all fixtures with water lines on exterior walls to prevent freezing.
- Repaired overhead door above counter.

**RECREATION DIVISION
Monthly Report
January 2019**

- Rec Center
 - Fitness classes have gone well with no issues with over 3300 patron participating and that was with all the bad weather and being closed for a day.
 - We hired new staff to work the front desk replacing those who will be or have left.
 - From December 23rd to January 2nd the Rec Center offered a program call "Friends and Family". During these dates, Rec members could bring in non-member guest to the facility and they would only pay \$3.00 per person. We had 286 take advantage of this special.
 - Pickle Ball continues to be very popular. We have patrons playing for 3 hours each day on Monday, Wednesday, and Friday, along with 2 hours on Tuesday and Thursday as well. We often have 8 or more players waiting their turn watching 3 games of doubles.
 - The usually cold temperatures and bad driving conditions we had the last 14 day of January with all the school closing did have a negative effect on the public's ability to get out and into their normal routine.
 - The Mayor and City Manager told us we needed to be closed on Jan 30 when air temperature reached -32 degrees not counting the wind chill.
 - As of January 15th the Recreation Center has been open for 26 years. The Rec Center opened for the first time in January of 1993 on the Martin Luther King holiday.
 - We have had a window treatment signage/graphics put on the exercise room windows and the gym windows facing east. This was done to advertise some and to also help with the glare from the sun during certain times of the year.
 - The RFP for the Recreation and Fitness Center Operations & Facility Needs Assessment was sent out to 8 area vendors from around the mid-west that do this type of work. A voluntary facility tour will be conducted on Feb 5th and proposals are due March 5th at 2:00 PM.
- Staff has been busy working on the programs and services to be offered during the Spring of the year and for the summer months
- Registration for summer programs started on Jan 15 and within the first 24 hours we sold over \$71,000 in registration and of that \$51,000 was online activity.
- Staff has been busy advertising and talking to former employees about jobs openings for summer help to fill the 200 or so part time seasonal positions. Typically applications are dues the end of February or the first week of March.
- Falls Aquatic Center - Staff has been doing inventory on all smaller ticket items used over the summer and placing orders to make sure we have them in April.
- A security vendor has been working on the install of a new camera system for the Falls.

Respectfully submitted,



Bruce Verink

Recreation Division Manager

Recreation and Community Center Usage For January 2019

Members using the Facility	14,427	Racquetball/Wallyball Hrs.	79
Non-Members using the Facility	1,254	Racquetball League	42
Child Care	130	Pickleball	315
Aerobics	1,292	Ballroom Dancing	140
Circuit Weight Training	99	Youth Basketball	244
Exercise Trial	60	Birthday Party Bonanza	60
Cardio Cycling	654	Indoor Park	418
Personal Trainers – Ind. Contractors	269	Tumbling	128
Yoga	974	Karate	110
Zumba	196	Meeting/Tours Rental	740
Rock On	78	Steam Room Usage	712
Pound	30	Massages	28
		TOTAL	22,479

Recreation and Community Center Revenues

Resident Memberships Sold		Punch Cards	
12 th Grade & Under	15	12 th Grade & Under	4
Adult	104	Adult	20
Senior Citizen	22	Senior Citizen	2
Family Pass	160	Child Care	7
Corporate Family	1	Racquetball	1
Corporate Individual	4	Towel	11
Towel Usage	593		

Credit Card Usage	\$164,542.00	Leisure Link Registration	\$71,472.60
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Daily Fees

Admission	\$7,428.00	Racquetball	\$44.00
Child Care	\$42.50	Exercise Tryout	\$300.00
Towels	\$28.25		

Swimming Pool Passes (Winter)

Family	40	Fitness Passes Sold	
Individual	54	1-Month	3
Youth/Senior	8	4-Month	155

Youth Programs

5 th & 6 th Girls Basketball	56	Swim Club	1,847
5 th & 6 th Boys Basketball	78	Pool Parties	168
3 rd & 4 th Girls Basketball	60	Swim Club Meet	1,122
1 st & 2 nd Boys/Coed Basketball	244	SCUBA	22

Adult Programs

Volleyball Leagues	700	Pickleball	315
Basketball League	192	Aqua Trim	0

Recreational & Lap Swim

	599		
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Rentals

Pool Parties	4	Shelters	0
Beach House	0	Equipment	0
Ball Fields	0	Recreation Center	8

CEDAR FALLS RECREATION DIVISION
January 2019

YOUTH SPORTS

Tumbling	
9:30 a.m.	18
10:30 a.m.	14
TOTAL	32
Karate	
TuTh 4:15 p.m.	11
TuTh 5:00 p.m.	19
TOTAL	30
Indoor Park	9
1st & 2nd Grade Boys & Coed Basketball	
9:00 a.m.	32
10:00 a.m.	42
11:00 a.m.	48
TOTAL	122
3rd & 4th Grade Girls Basketball	
9:00 a.m.	30
TOTAL	30
5th & 6th Grade Boys Basketball	
4:00 p.m.	39
TOTAL	39
4th, 5th & 6th Grade Girls Basketball	
10:30 a.m.	28
TOTAL	28
TOTAL YOUTH SPORTS	290

ADULT SPORTS

Racquetball League	21
Pickleball	7
Ballroom Dance-Couple	18
Ballroom Dance-Single	4
TOTAL ADULT SPORTS	50
ADULT EXERCISE	
Circuit Weight Training	
T,Th 4:30 pm	16
TOTAL	16
ROCK ON!	9
TOTAL ADULT EXERCISE	25

CEDAR FALLS TOURISM & VISITORS BUREAU
Monthly Report
January 2019



Projects:

- Hosted our inaugural Cedar Valley Non-Profit Draft Day and it was a wonderful success! 26 organizations participated and over 80 potential volunteers attended. Organizations received between 1 and 19 referrals, averaging 8 referrals/organization. We plan to offer another volunteer training session in the late spring or early summer and to offer Draft Day again next Tuesday, January 14, 2020.
- Interviewed candidates and welcomed Bonita Cunningham to our team. Bonita replaces Vicki Bailey who retired in December.
- 50,000 copies of the 2019 visitor guide were delivered and many were drop shipped to Welcome Centers around the state.
- We are updating our Cedar Valley Points of Interest Map.
- Worked with UNI Institute for Decision Making to distribute 366 surveys and meet with 40 partner/stakeholders at five meetings. This information will be considered when we meet in February to develop a strategic plan for guide our marketing efforts in the coming years.
- Distributed 2019 visitor guides to area hotels and information centers.
- Participated in Hearst Center Visioning meeting
- Served on a committee to provide input for the city's new mobile app.
- Learned to use new tools for annual employee evaluations and prepared drafts for review by the department director.
- Met with Hearst Center staff and volunteers to prepare for our annual planning session.
- The Cedar Falls Tourism and Visitors Bureau board awarded the 2019 RodCon event a \$500 marketing and tourism development grant and agreed to fund the Cedar Valley Sports Commission with \$17,500 for 2019.
- Promoted Cedar Valley trails at Iowa Bike Expo in Des Moines. Vern Fish took our materials to the Paddle Fest events in Waverly and in Indianola.
- Hosted an Historic Route 20 Informational Meeting at the Visitor Center.
- Hosted JayJay Goodvin, the Iowa Gallivant for the weekend to write about downtown Cedar Falls, UNI athletics and Historic Route 20. This visit was sponsored by the Black Hawk Hotel and Hilton Garden Inn.
- We participated in an Iowa Group Tour Association sponsorship of the American Bus Association Marketplace that was held in Louisville in January 2019 and that will be held in Omaha in January 2020.
- Worked with Experience Waterloo to set up our new on-line calendar of events.
- Worked with Good Era to provide additional direction for videos project.

Highlights from Becky Wagner:

- Distributed 2019 visitor guides to area hotels and information centers.
- Managed the digital message board as Bonita learns other duties.
- Prepared an itinerary for one group and contacted another for event planning.
- Paid gift shop vendors.
- Prepared bills and payroll.

Highlights from Linda Maughan:

- Wrote newsletter/blog articles about 10 Valentine's Day Destinations and Surviving Super Bowl LIII.
- Monitored and created posts for Facebook, Twitter, Instagram, Pinterest and Google+ for the Visitor Bureau.
- Updated web pages.
- Continued to add to and manage our photo library.

- Coordinated a Facebook giveaway of 2 UNI Men's Basketball tickets, resulting in 27 new Weekender Subscribers.
- Received 2,988 leads from Travel Iowa website.
- Facebook net likes 8,651, up 10.3% over last year; Twitter followers 3,673, up 2.6% over last year; Instagram followers 1,131, up 29.6% over last year; Pinterest followers 499, up 3.7% over last year.

Highlights from Deb Lewis:

- Continued working on content for new facilities guide.
- Assisted 7 individuals with rentals.
- Submitted events to Bike Iowa and Have Fun Biking websites.
- Prepared a #WeKnowHowToWeekend rack card for distribution at upcoming consumer shows.
- Gathered attendance figures for events and attractions.
- Tabulated statistics for monthly report.
- Managed trails promotion through social media and websites

Meetings/Events:

- Rich Frevert, Waterloo-Cedar Falls Symphony
- Cedar Valley Arts Initiative
- Pat Blank, Iowa Public Radio
- Friends of the Hearst Center
- Community Main Street board
- Sturgis Falls Celebration board
- Cedar Valley Sports Commission board
- Cedar Trails Partnership board
- TVB staff x4
- Iowa Department of Transportation Tourist Oriented Directional Signage committee
- Hearst Center staff x1
- Cedar Valley Non-Profit Association meeting
- Public Art Committee
- KXEL interview to promote Draft Day and Bicycle Friendly Community designation
- Spinutech to discuss digital marketing
- Spoke to Cedar Falls Exchange Club

Other events we assisted with:

- Iowa Soccer Association Indoor Girls Championships
- USHL/NHL Top Prospects Game
- Iron Elite Wrestling Duals

Respectfully Submitted,



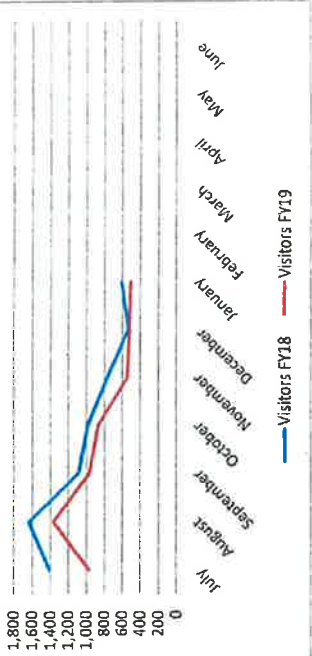
Kim Manning, Visitors, Tourism and Cultural Programs Manager

Monthly Activity Report for Cedar Falls Tourism & Visitors Division

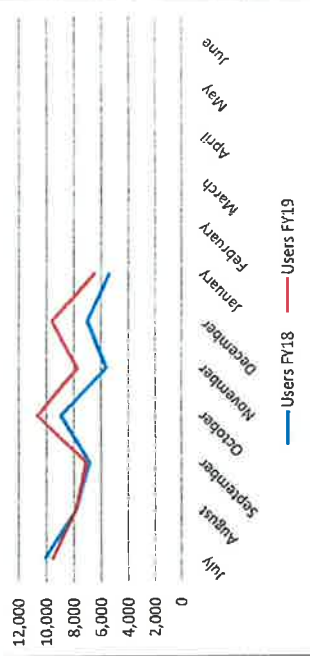
	July	August	September	October	November	December	January	February	March	April	May	June	Totals
July 2018 thru June 2019													
INCOMING CONTACT BY													
VC Walk-In (Door Counter) FY19	964	1,363	963	868	532	512	502	425	953	1,085	2,509	1,982	5,704
VC Walk-In (Door Counter) FY18	1,411	1,635	1,088	988	766	628	606	425	953	1,085	2,509	1,982	13,976
Email/Website	58	44	25	26	25	65	42	0	0	0	0	0	285
US Mail	0	0	0	0	0	0	0	0	0	0	0	0	0
Phone	143	98	114	118	86	77	122	0	0	0	0	0	758
HOW HEARD ABOUT US - If offered													
Friends / Family	0	0	5	1	3	0	3	0	0	0	0	0	12
Other (eg. Postcard mailing, ads, web/FBook)	0	2	20	0	2	0	0	0	0	0	0	0	24
Signage	0	4	14	12	2	3	3	0	0	0	0	0	36
Advertising	0	0	0	2	0	0	0	0	0	0	0	0	2
Trade / Consumer Show	4	0	1	1	0	0	2	0	0	0	0	0	8
SERVICES PROVIDED													
Attended a Meeting/Rental	62	188	96	128	47	63	71	0	0	0	0	0	656
Bureau Business	229	167	175	228	181	139	209	0	0	0	0	0	1,328
Group Tour Info	1	12	0	2	2	9	5	0	0	0	0	0	31
Hotel/Restaurant	2	1	0	2	0	0	2	0	0	0	0	0	7
Relocation	1	1	11	2	2	15	3	0	0	0	0	0	35
School Project	0	0	0	1	0	0	0	0	0	0	0	0	1
Special Event	0	0	0	0	0	0	0	0	0	0	0	0	0
Trail User	100	118	96	55	4	9	14	0	0	0	0	0	396
UNI	0	11	5	2	10	39	7	0	0	0	0	0	74
VC Amenities including Restroom	655	722	664	484	254	296	194	0	0	0	0	0	3,269
ADVERTISING LEADS													
Iowa Travel Guide / Website	572	483	415	331	337	279	2,988	0	0	0	0	0	5,405
EITA Travel Guide	1	1	2	0	0	0	0	0	0	0	0	0	4
AAA Living	4	0	0	0	100	160	1	0	0	0	0	0	265
Midwest Living (Best of the Midwest)	117	24	25	15	0	8	0	0	0	0	0	0	189
Iowa Tour Guide (group leads)	4	9	4	0	0	14	6	0	0	0	0	0	37
BROCHURE DISTRIBUTION													
Total Visitor Guide Distribution	1,384	1,252	1,040	1,236	861	588	12,091	0	0	0	0	0	18,442
VG Mailed Out (Individual)	27	27	17	11	7	33	22	0	0	0	0	0	144
VG Bulk Distribution (Local)	312	467	380	410	410	60	3,434	0	0	0	0	0	6,473
VG Bulk Distribution (Non-Local)	240	120	120	120	0	0	5,635	0	0	0	0	0	6,290
Relocation	30	7	7	2	7	14	5	0	0	0	0	0	72
Welcome Bags	57	114	15	347	0	30	0	0	0	0	0	0	563
Total Trail Guide Requests	321	368	73	179	83	43	124	0	0	0	0	0	1,191
WEBSITE TRAFFIC													
Users FY19	9,469	7,844	7,077	10,612	7,731	9,552	6,519	6,227	8,716	7,926	8,289	11,339	68,804
Users FY18	10,074	7,809	6,880	8,907	5,646	7,026	6,409	5,227	8,716	7,926	8,289	11,339	93,247
Sessions FY19	11,650	9,315	8,628	13,109	9,476	11,833	7,724	6,189	10,604	9,362	10,182	14,116	71,736
Sessions FY18	12,533	9,604	8,410	10,684	6,837	8,573	6,430	6,189	10,604	9,362	10,182	14,116	113,324
Page with Top Views	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events	Upcoming Events
Top Traffic Source	Google	Google	Google	Google	Google	Google	Google	Google	Google	Google	Google	Google	Google
Top Referral Site	m.Facebook.com	m.Facebook.com	CedarFalls.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com	m.Facebook.com
SUBSCRIPTIONS													
Weekender News (consumer newsletter)	380	414	417	418	426	442	452	0	0	0	0	0	3,205
Weekender Blog	148	156	160	168	168	180	180	0	0	0	0	0	1,243
Hospitality Highlights (partner newsletter)	543	550	548	551	510	480	430	0	0	0	0	0	3,843
SOCIAL MEDIA FOLLOWERS													
Facebook (Likes)	8,577	8,608	8,614	8,619	8,641	8,651	8,651	0	0	0	0	0	68,804
Instagram	1,000	1,012	1,029	1,062	1,066	1,084	1,131	0	0	0	0	0	7,736
Twitter	3,857	3,616	3,639	3,661	3,661	3,656	3,673	0	0	0	0	0	24,324
Pinterest	504	505	506	497	493	492	499	0	0	0	0	0	3,641
Google+	27	21	21	22	22	22	22	0	0	0	0	0	189
VOLUNTEER INVOLVEMENT													
Board / Committee Hours	129	138	146	116	143	126	206	0	0	0	0	0	1,004
Student / Intern Hours	152	72	6	10	0	4	0	0	0	0	0	0	243
Envoy Hours - Visitor Center	98	105	100	82	93	93	72	0	0	0	0	0	641
Envoy Hours - Special Event/Rappo Station	29	4	4	4	63	0	3	0	0	0	0	0	106

MISC.		2	11	3	4	2	3	3	3	28
Groups in Conference Room		0	3	1	1	0	1	0	0	6
Motor Coach Group in CF										
INCOME										
Gift Shop Sales	\$872.15	\$774.46	\$474.84	\$521.32	\$325.40	\$370.47	\$350.39			\$3,689.03
Facility Rental	\$210.00	\$630.00	\$500.00	\$350.00	\$125.00	\$275.00	\$150.00			\$2,240.00
Host Motor Coach @ VC or Step Guide	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00			\$250.00

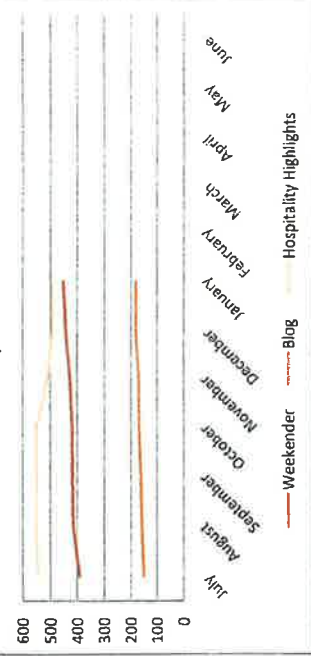
Visitor Center Traffic, Door Counter



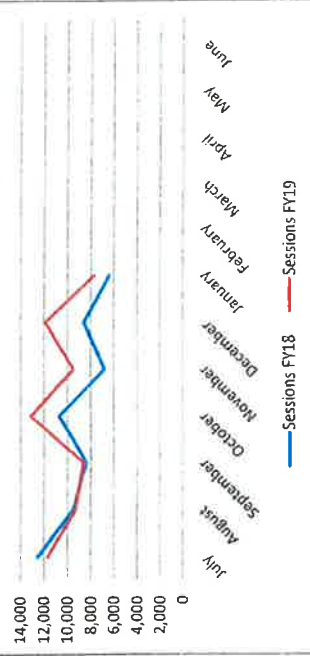
Website Traffic, Users



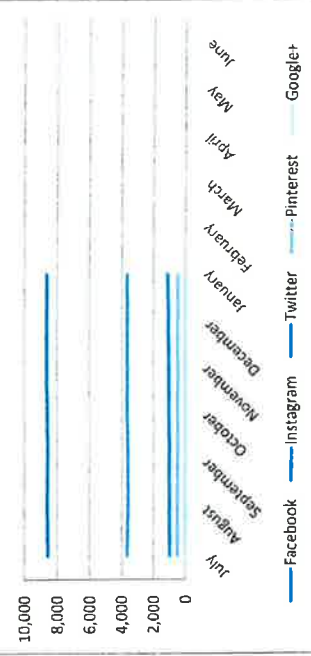
Subscriptions FY18



Website Traffic, Sessions



Social Media Followers FY18





PUBLIC EVENTS/PROGRAMS @ The Hearst

- January 4: Dazzle Hour
- January 8: "We've Got Stories to Tell" with historian Ken Lyftogt
- January 8: Hearst Photo Club meeting
- January 9: Bruch-and-Learn with artist Barbara Fedeler
- January 11: Lunchtime concert
- January 16: Brunch-and-Learn with artist Tatiana Ovaschenko-Jackson
- January 17: More Music in Mae Latta with Rick Vanderwall
- January 20: Regional Poetry Out Loud competition
- January 31: Final Thursday Reader Series

HIGHLIGHTS from Heather Skeens, Cultural Programs Supervisor:

- Presented at meeting of UNI Emeritus Faculty re: Hearst programs and new exhibitions.
- Coordinated with several junior high school teachers and worked with a group of students to prepare for the regional Poetry Out Loud competition.
- Attended 'Dazzle Hour' event in conjunction with current exhibitions.
- Met with David Schmitz, Director of the Dubuque Museum of Art, to discuss expansion planning experience.
- Attended monthly Cedar Valley Arts steering committee meeting, where we discussed RFPs for branding and website funded by the CFNEIA.
- Attended special financial planning meeting for Friends of the Hearst.
- Worked with a group of Poetry Out Loud students at Holmes during "Tiger Time."
- Introduced/hosted Brunch and Learn event at the Hearst with artist Barbara Fedeler.
- Coordinated materials/led first meeting of the Hearst Building Visioning Committee.
- Met with new Director of the wcsymphony, Rich Frevert.
- Attended merit evaluation training at City Hall.
- Met with Hillery Oberle (UNI Development) and Dan Perry (UNI Art) re: grant project.
- Assisted Programs Coordinator in launching new community-wide marketing project for summer programming.
- Created opportunity for collaboration with The Runners Flat and local runners to participate in the creation of an artwork for upcoming exhibition.
- Presented re: Poetry Out Loud to Holmes Jr. High students.
- Attended Board Draft Day at SingleSpeed to represent Friends of the Hearst.
- Introduced/hosted Bruch and Learn event at the Hearst with artist Tatiana Jackson, in conjunction with new exhibition.
- Attended planning meeting with ACB members re: strategic planning session in Feb.
- Met with Kim to review goals and projects.
- Along with Emily Drennan, interviewed potential collection intern from UNI.

- Coordinated and hosted regional Poetry Out Loud competition. We sent two students on to the state competition: one from Holmes Jr. High and one from West High in Waterloo.
- Provided copy/images to Denny Bowman for spot on City News; interviewed in studio.
- Wrote press release re: community listening sessions for Building Visioning Committee.
- Reviewed accounts with Jennifer R. in prep for all-board planning meeting in February.
- Coordinated and participated in community listening session at CFPL.
- Participated in conference call with ACB President and Kari McCann Boutell, President of the Iowa Council of Foundations, regarding all-board planning meeting in February.
- Coordinated and participated in community listening session at Rec Center.
- Reviewed/ amended agendas and meeting minutes for Friends, Art and Culture Board and Public Art Committee meetings.
- Attended/presented at meetings of Friends of the Hearst board, Art and Culture Board and Public Art Committee.
- Worked with Senior Services Coordinator to approve bills, dailies, timesheets, etc.
- Led weekly staff meetings.
- Sent two bi-weekly emails for board and committee members, council and directors.

HIGHLIGHTS from Lea Stewart, Senior Services Coordinator:

- Requested refunds and followed up on mischarges to p-cards.
- Completed and returned updated tax exempt certificates to requesting businesses.
- Compiled a list and prepared marketing postcards for bulk mailing.
- Collected checks from Friends Treasurer for postage permit, account and other reimbursements.
- Provided Heather reports about Friends Membership payments due to the city.
- Created and set up playlists of videos about artists to run in exhibits.
- Sent out friends membership renewal reminder letters for expiring members Nov-Feb
- Updated consent form information and loaded updates to MaxGalaxy.
- Created a half-page visitor survey form.
- Developed annual personal goals.
- Coordinated with Angie Lindley to update letterhead design files and had more envelope and letterhead printed for both Hearst and Friends.
- Updated classes in MaxGalaxy for changes and additions.
- Processed donation checks and tracked progress the annual fall appeal campaign.
- Updated text, formatted and printed Thank You letters for donors & memberships.
- Filed donation and membership receipts by donor name.
- Maintained and added contacts in Past Perfect for better mailing lists.
- Purchased and maintained stock of office supplies.
- Processed weekly deposits for the Hearst front desk and Friends group checks.
- Handled gift shop transactions and answered customer questions about merchandise.
- Answered many questions on the phone/in person about upcoming events & classes.
- Greeted visitors and gave directions to other area attractions.
- Entered council bills, P-card transactions and payroll.
- Processed vendor payments and reimbursement requests.
- Generated invoices and processed payments for North Star.

- Generated reports from AS-400 for staff members as requested.
- Recorded Friends donations and membership dues in Past Perfect.
- Updated the past year comparison report of Friends Memberships.
- Updated the financial report for the Public Art Committee meeting.
- Completed program registrations both in person and over the phone for classes.
- Entered rental contracts into MaxGalaxy and processed payments.
- Made weekly reports on the status of membership and class enrollment.

HIGHLIGHTS from Emily Drennan, Curator & Registrar

- Prepare agendas and minutes and gather other financial and committee materials for the Cedar Falls Public Art Committee (CFPAC) and release for distribution and public posting.
- Attend meeting of the CFPAC on the 18th and serve as staff secretary.
- Prepare for and attend Dazzle Hour on Jan. 4. The event was related to the exhibit *Marguerite Wildenhain: Travel Drawings*.
- Attend a meeting of the Visioning Committee on Jan. 13.
- Continue to develop content and print and publicity materials for the upcoming exhibition *View Points*. Work with the Cultural Programs Supervisor and participating artists to get imagery, artwork, and written materials.
- Deinstall the exhibitions *Recent Acquisitions* and *Travel Drawings*; store permanent collection items and prepare loaned works for return delivery.
- Patch and paint galleries and auxiliary spaces.
- Coordinate vinyl, paper, and other production for upcoming exhibitions.
- Check in and store 5 paintings by John Page that are under consideration for acquisition.
- Communicate with k-12 art teachers to begin planning for the Hearst Center's annual *Cedar Falls Student Art Exhibition*.
- Communicate with artists and lending organizations to plan for upcoming exhibitions.
- Prepare for a meeting of the Collections Committee of the Art and Culture Board.
- Attend weekly staff meetings.

HIGHLIGHTS from Sheri Huber-Otting, Programs Coordinator:

- Jan. 8th, Chaired the Photo Club meeting.
- Jan. 9th, Brunch and Learn-Hired and set up food table.
- Jan. 11th NAMTA Rental.
- Jan. 11th, Lunchtime Concert
- Jan. 16th, Brunch and Learn-Hired and set up food table.
- Jan. 17th, More Music in Mae Latta hiring and set up
- Jan. 20th, helped set up for this event.
- Jan. 31st, Set up for event Final Thursday Readers Series.
- Jan. 16th -attended Local Food and Film Fest Meeting.
- Jan. 18th, attended Movies Under the Moon meeting at CMS office.
- I spent 4.5 hours setting up for rentals, meetings, receptions, and events.
- Jan. 4th Dazzle Hour, organized food at this reception.
- Jan. 8th We've Got Stories to Tell with Ken Lyftogt talk set up for event.

- There was 1 rental in January and 3 rehearsals.
- Wrote 2 agreements for upcoming programs
- Sourced 2 volunteers in January.
- Managed the UNI Student who needs to volunteer for 150 hours for his major. He worked 8 hours in January
- Reviewed materials for upcoming events in February and beyond.
- Worked more on goal setting for upcoming year.
- Attended weekly staff meetings.
- Attended and chaired one photo club meeting at the Hearst.
- Worked more on summer brochure events.
- On Jan. 9th attended Merit Evaluation meeting at City Hall.

HIGHLIGHTS from Angie Hickok, Education Coordinator:

- Delivered 21 scarves and 13 hats made at our MLK Jr. event to the Black Hawk County Veteran's Affairs
- Coordinated Belly Dancing Workshop
- Organized packets and attended Art and Culture Board meeting, prepared minutes.
- Held an all-instructor meeting for the education department.
- Attended weekly staff meetings.
- Communicated the need for availability for spring to schedule open shifts, outreach events and upcoming instructor staff meeting dates/times.
- Scheduled staff to classes, workshops etc.
- Supervised the organization of and supply of materials of classrooms by Ed Assistant
- Supervised and delegated duties to Ed Assistant: ordering supplies, organizing classrooms, leading classes, and scheduling outreach CAFÉ programs.
- Supervised and delegated duties to Ceramic Lab Tech: ordering supplies, organizing ceramic lab, leading classes, and scheduling, professional development.
- Supervised all lessons/activities.
- Coordinated with CFPL to offer face painting and activities at Harry Potter event.
- Held an youth instructor meeting re: upcoming programs/available shifts and reminders.
- Edited education information for Spring brochure.
- Coordinated two birthdays for February.
- Coordinated future programming with Scheel's for 2019.
- Coordinated with Hartman Reserve to offer art activities at annual Maple Syrup Fest.
- Developing a C.A.F.E. calendar for 2019.
- Held 2 workshops for North Star.
- Developed all contracts and paperwork for classes in Winter 2019.

HIGHLIGHTS from Abby Haigh, Marketing Assistant

- Worked with graphic designer on projects: More Music in Mae Latta poster, Red Herring Theatre poster, View Points/Collection poster card, labels and vinyl, Brunch + Learn reprint, Spring 2019 brochure, The Panther Run print card and vinyl, Wall printed card and vinyl, Bell Dancing Workshop flyer, Poetry Out Loud flyers and Empty Bowls poster.

- Collected content/images for exhibits, events and education for Spring 2019 brochure.
- Worked with Von, Signs and Designs on View Points vinyl, Wall Card vinyl and The Panther Run vinyl. Picked up vinyl on 1/16.
- Took photos/video at Brunch and Learn on 1/9 and 1/16.
- Attended Employee Evaluation meeting at City Hall on 1/10.
- Submitted winter brochure events/education/exhibitions to V&T web calendar.
- Mail Chimp: created content/graphics /sent/added email subscriptions, created content/graphics for February E News.
- Continued to fill in at the front desk for lunch breaks, absences, breaks, take mail to city hall and mailings to post office.
- Ordered additional Wapsi Almanac 30th ed. and continued marking down products.
- Facebook Event Listings: 11 events created
- Created content/graphics/posts for social media.
- Friends Website: Updated index, exhibition and education pages
- City Website: Updated holiday hours, exhibition and education pages.

HIGHLIGHTS Travis Gingerich, Ceramics Lab Technician:

- Wheel Throwing Classes & Independent Study at capacity with wait lists.
- Maintained ceramics studio- cleaning, organization, and general maintenance.
- Did inventory in preparation for supply restock order.
- Scheduled kiln firings for Saturday children and teen's classes and adult night classes.
- Loaded and fired kilns for birthday parties and independent study work.
- Maintained kiln & firing equipment.
- Maintained glazes- mixing, restocking, and testing.
- Met with Education Coordinator to create class schedules for Spring.
- Met with Education Coordinator to schedule empty bowls outreach event.
- Met with incoming Independent Study students to acclimate them to the lab.
- Contacted waitlisted Independent Study students to coordinate start times.
- Began instruction for two sections of wheel throwing courses- both at capacity.
- Organized display of student work from previous courses.
- Oversaw youth ceramic instructor.

Respectfully submitted,



Heather Skeens, Cultural Programs Supervisor
Hearst Center for the Arts

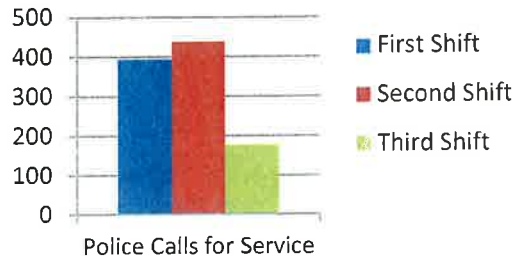
Hearst Center for the Arts Activity Report - Cultural Division FY19

	July	August	September	October	November	December	January
ATTENDANCE							
# of Days Open to Public	27	28	26	26	24	23	25
Door Counter	2579	1743	1195	2534	2014	1197	1673
Sculpture Garden (estimated)	375	300	300	250	200	200	200
Average visits per day	109.41	72.96	57.50	107.08	92.25	60.74	74.92
VISIT PURPOSE							
Exhibition (walk-in)	313	347	184	248	343	244	220
Exhibition Receptions	141	101	49	74	44	37	0
Meetings	40	65	40	69	51	106	117
Youth Classes	64	16	140	375	62	0	375
Adult Classes	59	29	45	76	30	22	160
Messy Mornings	0	0	67	85	49	60	73
Camps	918	448	25	0	40	0	0
Birthday Parties	65	84	62	45	0	73	16
Workshops	17	0	11	79	25	24	24
Tours	89	0	0	110	0	0	0
Rentals	134	0	84	34	41	85	17
Ceramics Lab	18	16	15	21	11	25	10
Public Programs	151	140	304	664	276	252	373
Thursday Painters	99	130	86	67	97	99	100
Volunteers / # of hours	13/22.75	3/5.5	5/26.75	5/53	5/37	2/4.25	3/12
Other	577	367	94	776	945	170	67
SERVICES OFFERED							
Youth Classes	3	1	13	5	4	0	11
Adult Classes	13	2	4	16	3	2	14
Rentals (inc. recitals, etc.)	3	0	4	1	1	1	1
Community Group Mtgs	11	14	12	12	8	2	5
Messy Mornings	0	0	4	5	4	3	3
Camps	10	5	1	0	1	0	0
Birthday Parties	2	2	2	1	0	2	2
Workshops	1	0	1	0	1	1	3
Tours	3	0	0	2	0	0	0
Public Programs	6	7	14	9	7	8	12
Thursday Painters	4	5	4	4	4	4	5
Exhibition Receptions	1	1	1	1	1	1	0
DIGITAL TRAFFIC							
E-News Subscriptions	1305	1299	1266	1266	1254	1233	1220
Facebook Views	23142	16516	17770	24260	18076	14211	34260
Facebook Followers	1643	1659	1673	1696	1705	1714	1760
Facebook Event Listings	6	6	11	8	8	8	11
OFFSITE SERVICES							
Offsite Education Encounters	152	315	415	611	112	463	0
Offsite Education Programs	4	4	4	7	2	2	0
Community Committee Mtgs	2	3	3	4	3	1	5
MEMBERSHIPS							
Total Friends Memberships	182	224	234	240	228	232	222
New/Renewed this month	0	44	11	29	20	23	15
PRESS							
Newspaper	1	1	1	2	0	1	0
Radio interviews, ads	1	2	1	2	2	0	0
Press Releases	1	2	1	2	1	1	4
Ads, other (Facebook ads, etc.)	2	1	0	13	0	0	0

**DEPARTMENT OF PUBLIC SAFETY
MONTHLY REPORT
JANUARY 2019**

CEDAR FALLS POLICE

<u>Police Statistics</u>	First Shift	Second Shift	Third Shift
Calls for Service	394	438	176
Traffic Stops	23	190	120
Arrests	17	26	19



FIRST SHIFT – Captain Jeff Sitzmann

- All members of First Shift attended a Shift Meeting to go over expectations for the year.
- Officer Burkhardt attended the Fire Fighter 1 School during the month of January.
- Public Safety Officers helped provide coverage for Fire Calls many days of the month and attended Monthly Fire Training. They also attended the Live Burn in Cedar Falls on January 14th.
- Officers responded to a number of Accidents and weather related vehicle issues during the month with the snow storms and extreme cold temperatures.
- Officers responded to a call of someone trying to get into someone's house. Officers located the suspect and after an investigation the subject was arrested for Operating While Intoxicated (drugged).
- Officers took a report of an attempted Arson on January 6th. Someone broke out a window on a vehicle and threw a Molotov into it. This case remains under investigation.
- Officers responded to a Welfare Check. After an investigation, it was determined a Domestic Assault had occurred. While Officers were at the residence they saw Drug Paraphernalia in plain view. A Search Warrant was obtained and executed. Officers turned the drug part of the case over to the Tri-County Drug Task Force and completed the Domestic Assault portion of the case.
- Officers received a tip on January 15th that a Wanted subject was in an apartment. When Officers made contact they were able to arrest the male who had Warrants for Domestic Abuse While Displaying a Weapon.
- Officers investigated a case of Sexual Exploitation. The case involves a 10-year old female and a social media app. There are numerous suspects from all over the country.
- Officers arrested a subject for Credit Card Fraud, stemming from an incident on January 10th. During the incident, a car was broken into and while taking the report, an Officer was notified of a credit card being used which had been stolen in the Burglary. The suspect wasted no time racking up charges and he now faces a Felony.
- Officers investigated a Domestic Assault between an 18-year old son and his father. The son fled the scene prior to Officers' arrival. Officers located him at a friend's residence. He was arrested for Domestic Assault, Possession of Marijuana and Possession of Drug Paraphernalia.
- Officers were sent to a Disorderly situation at the 5 Seasons Mobile Home Park. A male Assaulted his wife and was charged with Domestic Assault. They were both brought to the Police Department while a drug investigation took place. The female was charged with Interference With Official Acts and both of them were charged with Drug Possession. Two Major Incident Response Team members left Training and assisted First Shift Patrol with this investigation.
- First Shift posted over 400 'No Parking' signs in preparation for the Emergency Snow Removal on the Hill and the Parkade.
- Officers handled a Lottery Fraud case in which a store employee stole thousands of dollars in Lottery tickets and cashed out the winners. The investigation is on-going.

SECOND SHIFT – Captain Jeff Harrenstein

- Officers responded to a Motor Vehicle Accident With Injuries at Cedar Heights Drive / Greenhill Road. Investigation led to the arrest of one of the drivers for Operating While Intoxicated 2nd.
- Officers responded to a female Shoplifter at Scheels. Investigation led to three counts of Theft 5th being filed due to additional incidents the female had been involved in.

- Officers responded to a Shoplifter in custody at Wal-Mart. An adult female was charged with Theft 5th.
- Officer made a Traffic Stop that led to the arrest of an adult female for Possession of Marijuana and Paraphernalia.
- Officers served a juvenile pick-up order on a male who has a history of escaping from custody. He was taken to a secure Detention Facility.
- Officers responded to a Suspicious Call at Casey's on Nordic Drive. A female reports that she is being held against her will. Subsequent investigation led to the arrest of an adult male for Possession of Meth, Operating While Intoxicated 2nd and four Valid Arrest Warrants.
- Officers responded to Wal-Mart in reference to an employee Theft. An adult male was arrested and charged with Theft 5th.
- Officers responded to a Suicidal subject call in the College Hill area where a male put a loaded gun into his mouth and threatened to kill himself in front of his girlfriend. The subject left the house before the Officers arrived. A Search of the area caused the male to be located and he was transported for a medical evaluation.
- Officer made a Traffic Stop at Pleasant Drive / Rownd Street which led to the arrest of an adult female for Driving While License Barred.
- Officers responded to a Shoplifting in progress at Scheels. The subjects fled the area and were not located. An incident report was completed. It was also discovered that the same subjects had shoplifted at Target. An additional incident report was done.
- Officers responded to two Shoplifters at Wal-Mart. They were located, detained and subsequent investigation led to two adult males being charged. One for Theft 3rd and Trespass 1st; the other for Theft 5th.
- Officer took a report for a shotgun being Stolen from a vehicle parked at a residence on West 4th Street.
- Officer took a report at BioLife Plasma Services regarding an adult male who was upset and kicked the window in the entry door causing it to shatter. Subject is known to the business. Investigation continues.
- Officers responded to a report of a vehicle that was driving erratically and struck a yield sign at University Avenue / Highway 58. The vehicle was located and the subsequent investigation led to the arrest of an adult female for Operating While Intoxicated 1st.
- Officers responded to a Suicidal female subject who ended up needing to be transported for a medical evaluation. There was a young child on scene who was picked up by the grandmother for supervision.
- Officers were called to Hy-Vee for three Shoplifters. Two adults and one juvenile were charged with Theft 5th after employees caught them attempting to load alcohol in their backpacks and exit the store.
- Officers were called to Wal-Mart for a Shoplifter. One adult female was arrested and charged with Theft 3rd Degree.
- Officers responded to a residence on Lincoln Street for an Assault. Further investigation determined that the Assault was a Domestic Abuse. Officers initiated a case and later located a male suspect. The suspect was taken into custody and charged with Assault Domestic Abuse Causing Bodily Injury.
- Officers conducted follow-up investigation on a previously reported Criminal Mischief case. As a result, one adult male was arrested and charged with Criminal Mischief 4th Degree. The initial report was that the suspect became upset at Biolife Plasma Services and kicked out the entrance / exit door to the business.
- Officers responded to Von Maur at College Square Mall for a Theft in progress report. Officers arrived on scene and observed on camera a female taking possession of clothes and jewelry. The female ran into the mall when approached and was captured a short time later. The female was charged with Theft 4th degree and Public Intoxication.
- Officers responded to a residence on Olive Street for a Suicidal subject. It was reported that a female had ingested a large amount of prescription meds. Officers assisted paramedics on scene and the subject was transported to the hospital.

- Due to bar specials at several Downtown and College Hill bars, Second Shift Officers conducted Foot Patrols in the College Hill and Parkade areas. Several underage subjects were cited for Minor In Possession.
- Officers conducted follow-up investigation on a previously reported Disorderly Conduct report. As a result, one person was arrested and charged with Criminal Mischief 5th Degree.
- Officers took a report of a Theft in progress at Wal-Mart, which involved subjects changing prices on products in the self-checkout lanes. Investigation continues.
- Officers wrapped up a Forgery investigation involving a subject attempting to cash counterfeit payroll checks at local Lincoln Saving's Banks. As a result, one subject was charged with two counts of Forgery.
- Officers conducted a Traffic Stop at Hillcrest Drive and University Avenue. The driver provided the Officer with False Information as to their identity. As a result, one subject was arrested and charged with Providing False Information to Officers and Driving While License Suspended.
- Officers responded to Hy-Vee for a Shoplifter. As a result, one adult male was arrested and charged with Theft 4th Degree.
- Officers conducted follow-up on a previous incident involving Possession of a Fictitious / Fraudulent Driver's License. As a result, one adult female was charged with Serious Misdemeanor Possession of a Fictitious License / ID.
- Officers conducted follow-up investigation from a previous drug related investigation. As a result, one subject was charged with numerous drug related charges.
- Officer took a report of a Shoplifting that had just occurred at Kohl's. The female had left prior to Officers arrival.
- Officers responded to a juvenile pick-up order at a residence on West 2nd Street. The juvenile male was located and transported to the Detention Facility.
- Officers responded to two Shoplifters at Wal-Mart that had left the area to the east. They were located at Progress Avenue / Greenhill Road and subsequent investigation led to the arrest of an adult male for Theft 4th.
- Officers responded to 16 Accidents throughout the City due to snow and slippery conditions.

THIRD SHIFT – Captain Mark Howard

- Officers were called to a Prowling in progress where a female called her mom and told mom she thought someone was outside of the house. Officers checked the area around the house and the windows and the doors to the house. There were no signs of anyone around the house. Contact was made with the female and she was advised the area was safe.
- Officers conducted a Traffic Stop on a vehicle. When Officers made contact with the driver, they smelled Marijuana. A Search was conducted, and the driver admitted he had Marijuana in the glove box. He was arrested.
- Officers were called to Deringer's Public Parlor for an unruly patron that was trying to pick fights with people. When staff approached him, he tried to pick a fight with the staff and refused to leave. He was charged with Public Intoxication and Disorderly Conduct by Fighting.
- Officers were called to a Burglary of a residence to the Christie Apartments. It was learned that the same room had been Burglarized on Christmas Eve. Officers processed the room and took photographs. Follow-up will be connected to the earlier Burglary.
- Officers made contact with a subject who was passed out in his vehicle while it was running. The driver was arrested for Operating While Intoxicated.
- While assisting on a Traffic Stop, an Officer had a subject try to get into his car. That subject was located by other Officers and arrested for Intoxication.
- Officers were called to the 600 block of Franklin Street for an extremely intoxicated female. She was located in the 400 block lying on the ground. She was arrested for Intoxication. During that arrest, she gave a False ID to the Officer. The Officer had to go over to the Jail and re-do her complaints after her true ID was discovered. She was also the sister of the male that was arrested earlier. She was also charged with Interference.
- Officer stopped a car next to the Library on East 6th Street. That subject was arrested for Operating While Intoxicated.

- Officers were called to the 100 block of East 7th Street for a subject being threatened. When Officers arrived, the subject came walking out of an alley. He advised he was trying to pick his girlfriend up and the male subjects won't let her leave, Officers made contact with the other parties including the female. They advised that the guy was not her boyfriend just a friend and he was asked to leave and he refused. He was then made to leave. Subjects advised that the subject has the girl's phone and won't give it back to her. They also stated that he keeps driving around the block at a high rate of speed. Officers walked over and again spoke to the subject who admitted to consuming alcohol. Officers did recover the phone from him and he was arrested for Operating While Intoxicated.
- Officers were called to a vehicle going the wrong direction on Highway 58 / Highway 218 that had hit another vehicle at 18th Street. Officers did locate the vehicle north of Lone Tree Road. The driver stated she was lost just trying to get home. She was arrested for Operating While Intoxicated. She was also cited for Leaving the Scene of an Accident and Improper Lane Use.
- Officers were called to a Suspicious male walking around a house on 22nd Street. The subject was not located and was determined to not be in Cedar Falls.
- Officer made a Traffic Stop on Center Street. The driver was arrested for Operating While Intoxicated. While in custody, the subject requested an ambulance and was taken to the hospital. The Officer was able to get a Judge to sign a Hold Order, which was given to the hospital.
- Officers were called to McDonald's on Main Street for two Disorderly subjects. Both were gone when Officers arrived.
- Officer observed a vehicle Fail to Stop for a couple stop signs. Investigation led to the arrest of the driver for Operating While Intoxicated.
- Officers dispatched to an Assault in progress on North Genevieve Street. Officers spoke with both sides and after reviewing the male suspect's video of the incident, it was clear the female / victim fabricated most of the story. They were separated for the night.
- We received information about some possible retaliation occurring during the night. Officers spent most of the Shift until bar closing in and around the College Hill area. There was a heavy Officer presence in and out of all of the College Hill bars.
- Officers responded to a Fight in the 2200 block of College Street. One male was arrested and charged with Public Intoxication and Disorderly Conduct.
- Officers dispatched to a subject refusing to leave The Blue Room. He left just prior to Officers arrival.
- Officers respond to a Fight in the Bani's parking lot on College Hill. Turned out to be a verbal Fight only and everyone was sent on their way.
- Officers called to a fight at Voodoo Lounge. All sent on their way.
- Officers dispatched to an Assault in progress. Upon arrival, Officers made contact with a male and female in the apartment. Both stated they were having a heated argument and nothing physical. They were separated for the night.
- Officers arrested a subject for Operating While Intoxicated after initiating a Traffic Stop.
- Officers were called to a report of a male / female Fight. Upon contact and investigation, Officers arrested the male for Domestic Assault.
- Officers were called to a Runaway out on Lone Tree Road. Officers took a report of a 15-year old female that ran away from her grandmother's house. The juvenile was entered as a Runaway, a couple of hours later, the mother of the juvenile called to say that the juvenile was located and had returned home.
- Officers were called to a Burglary to a residence. It was learned when the victim was returning to the residence, he observed two subjects fleeing the house. The door had been kicked in, and there was two televisions missing. A report was started.
- Officers were called to a Loud Vehicle that was revving the engine and honking the horn. Officers made contact with the driver and advised him of the complaint. He was also arrested for several violations on his Driver's License.
- Officers were called to a Disorderly at an apartment complex. The Reporting Party stated that he could hear arguing coming from the upstairs apartment. Officers made contact and learned of a Fight between a male and female couple. There was differing accounts to the incident. An investigation began and Officers interviewed the couple. The case is on-going.

- Officers assisted the Tri-County Drug Task Force with an on-going narcotics investigation.
- Officers were called to the 600 block of West 1st Street for a pole that was knocked down. Cedar Falls Utilities was called to the scene. The vehicle was not located.
- Officers were called to Kwik Star on the Hill for a subject who urinated in the store (not in the restroom). The subject was arrested and charged with Intoxication and Fictitious ID.
- All Officers were called to a possible Fire at 1st Street and Main Street. It was a false report.
- Officer stopped a vehicle for a Traffic Violations. Subject was arrested for Operating While Intoxicated.
- Officers were called to the 300 block of Washington Street for subjects Disorderly. Three subjects were arrested for Intoxication.
- Officers moved all Squads and unmarked vehicles so Public Works could plow the Police Department North lot.
- Officers arrested a male at Little Biggs for Public Intoxication.
- Officers stopped at the Brass Tap for a Suspicious subject. Upon further investigation, the subject was arrested for Public Intoxication.
- Officers were called to report a Missing Person. Upon investigation, it was learned that the Reporting Party had a friend visiting from out of town. The visitor had become separated from the group and was highly intoxicated. The Reporting Party called for an Uber which pick up the visitor. The visitor gave the wrong information, and was dropped off somewhere else and did not have a way to contact the Reporting Party. The Reporting Party was concerned due to the extreme temperatures.
- A short time later, Officers were called to an intoxicated and disorderly male. The report was that he was lying on a sidewalk, screaming, and trying to take off his shirt. It was the visitor from the above call. Officers made contact and found out that the male was suffering from Hypothermia. He had been wandering around outside, intoxicated, for about 2 hours wearing only a sweatshirt. Officers were able to get the male covered up and got paramedics to the scene. The male was lucky to be alive and the doctor complimented Officers in reacting so quickly.
- Officers were called to a suspicious subject on Washington Street. Subject was arrested for Intoxication.
- Officers were called to loud subjects at a residence on West 3rd Street. Subjects were screaming and yelling. Both were Warned and Advised.
- Officers located a subject in a car sleeping. Subject was offered a ride home or to a hotel and he advised he wanted to be left alone.
- Officer Stopped a motor vehicle for no headlights. Officers smelled strong odor of Marijuana coming from inside the vehicle. Marijuana was located and subject was arrested and charged with Possession of Marijuana 3rd Offense, Operating While Intoxicated 2nd Offense, Carrying Weapons, and Driving While License Barred.
- Officers located an extremely intoxicated subject at Up In Smoke on College Street. The subject was arrested for Intoxication.
- Officers located several subjects at Sharkey's Fun House flashing gang signs on the dance floor. Officers made contact with these subjects and identified their vehicle. These subjects left the Hill area as soon as Officers interdicted with them. Subjects became very uncomfortable when they noticed Officers giving them special attention.
- Officer made a Traffic Stop in Area 2. The driver was intoxicated and was arrested for Operating While Intoxicated.
- Officers were called to Little Biggs for a Fight inside. We had six Officers show up and restrain one male and then a female. Both had to be taken straight to County for Resisting Officers. Both were charged with Intoxication, Disorderly, and Interference with Official Acts.
- Officers conducted a Traffic Stop in the Downtown area and did a Consent Search of the vehicle and located two bags of Marijuana and a large pipe. That subject was arrested.
- Officers and Community Service Officer moved vehicles so the City Public Works could run plow over the North parking lot.
- Officers were called to a subject on Clark Street looking in vehicles. Officers located a juvenile who had a headlamp on walking down Hudson Road. As of this time, it does not appear he was able to

get into any vehicle and was probably looking for one with keys in it to drive home. He was released to a parent.

- Officers were called to a residence on Loren Drive for a subject who intentionally stabbed himself in the leg. He was taken by ambulance to the hospital.
- Officers were called to a Hit-and-Run on Greenhill Road where a City plow hit a vehicle. The plow was stopped and a report was done.
- Officers moved all Squad cars and unmarked vehicles then used the snow blower to clear sidewalks at the Police Department. After the North lot was plowed, Officers moved all vehicles back.
- Officers spent a significant amount of time looking for a vehicle that had crashed in the area of Lone Tree Road and Highway 218. After sometime the vehicle and the driver were found. The driver was later arrested for Operating While Intoxicated.
- Officers dealt with several weather related incidents.
- Officers checked on several stranded and / or stalled vehicles. Officers ensured the operators were safe due to extreme weather conditions.
- Officers assisted Public Works by towing vehicles that were left in the posted 'Snow Emergency' areas.
- Officers assisted Public Works by cleaning-up 'No Parking' signs from cleaned out 'Snow Emergency' areas.
- Officers were called to a residence to gather Drug Violation Intelligence. The information was gathered and forwarded on to the Tri-County Drug Task Force.
- Officers assisted a stranded motorist on Highway 218. The operator had a blown tire. Officers were able to get the vehicle moved off the roadway and gave the operator a ride to a residence.

INVESTIGATIVE UNIT – Captain Michael E. Hayes

- Investigators were called in to assist Third Shift on a Shooting that occurred in the 2200 block of College Street. During the Shooting two people were shot and treated for non-life threatening injuries. The investigation continues.
- Investigators Chris Copp (Investigations) and Mike Marcotte (Tri-County) began their new assignments.
- Captain Hayes assisted Officer Carman with OC training for the new Officers.
- Captain Hayes attended the Family Children's Council HR meeting.
- Investigator assisted at the Child Protection Center in interviewing a possible Sexual Assault involving two minors.
- Captain Hayes attended the Family Children's Council Executive Board Meeting.
- Captain Hayes attended a College Hill bar owner meeting to talk over future strategies.
- Captain Hayes attended the Sturgis Falls Board meeting.
- Investigator applied for two Felony Arrest Warrants for Robbery in the First Degree for Home Invasion that occurred in June 2018.
- Captain Hayes attended the College Hill Neighborhood meeting.
- Investigator worked with Federal Probation Parole reference a subject. Information that was requested was sent to them.
- Captain Hayes attended the Sexual Assault Response Team (SART) monthly meeting.
- Captain Hayes attended Family Children's Council Board meeting.
- Investigator attended a Child Protection Center interview involving a juvenile who is a victim of Assaults from a family member.
- Investigator attended a Child Protection Center interview reference a possible Sexual Abuse involving a minor.
- One Investigator attended Public Safety Officer Training.
- Investigator arrested a female subject on one count of Forgery and three counts of Unauthorized Use of a Credit Card. She is accused of using the credit card not belonging to her at a local merchant.
- Investigator conducted some follow-up for Third Shift. The information obtained was passed along.
- Wisconsin authorities recovered a Stolen skid loader. The skid loader was purchased by a person who did not have enough money in his checking account to pay for it. The investigation continues and charges are pending.
- Captain Hayes gave a 'Bank Robbery' Talk to the employees at Cedar Falls Community Credit Union.

- Investigator applied for three Arrest Warrants for a person who had written checks to local businesses without sufficient funds.
- An Arrest Warrant was requested for a subject reference a Harassment that occurred at a local business last Spring.
- Investigator attended a Child Protection Center interview of a minor possibly involved in inappropriate messaging.
- Investigator went to Waverly Police Department to pick-up possible evidence for a Burglary that occurred in Cedar Falls.
- Investigators assisted First Shift Officers with a Domestic incident and Search Warrant at Five Seasons. During the investigation of the Domestic Assault it was found that drugs could possibly be in the trailer. It was secured and a Search Warrant was obtained. During the Search, narcotics were found. Two people were taken into custody and charged.
- An Arrest Warrant was applied for a suspect in a Business Burglary that occurred a year ago.
- Investigator assisted the County Attorney in obtaining an extradition for a suspect in a Sexual Assault that occurred several years ago. The suspect is in the Illinois area.
- Officer Ladage attended Drone Training.
- An Arrest Warrant and an arrest were made reference a Violation of a No-Contact Order. The Violation occurred between the victim and the suspect who is in Jail. The two had contact by phone.
- A Warrant was issued for 1st Degree Theft for a suspect that purchased an end loader from a local retailer using a check with insufficient funds.
- Investigator met with a member of the Waterloo Police Department to go over possible Internet Pornography. After discussion it did not meet requirements for further investigation.
- Four Investigators / Public Safety Officers responded to a Fire Call at the University of Northern Iowa. There was no fire.

Case Information For Month:

- Cases Assigned: 25
- Cases Closed Inactive: 12
- Cases Closed Exceptional: 5
- Cases To County Attorney For Review: 1
- Cases Closed By Arrest / Warrant: 7

Celebrite Extractions (Lieutenant McNamara):

- Examined one Android based RCA tablet for a Sex investigation.

School Resource Officer:

- School Resource Officer Ladage gave Talks to six Tenth Grade Health Classes at Cedar Falls High School on 'Internet Safety'.
- School Resource Officer Ladage gave Talks to four Tenth Grade Health Classes at Cedar Falls High School on 'Internet Safety'.
- School Resource Officer Ladage received information of Suspicious Activity involving a minor. A Child Protection Center appointment has been set up to interview the minor.
- School Resource Officer Ladage gave two Talks to Sixth Graders at North Cedar on 'Drug Abuse'.
- School Resource Officer Ladage met with the principal of Orchard Hill Elementary School to talk about a problem they are having at the school.
- School Resource Officer Ladage assisted at the Child Protection Center with the interview of a victim of a possible Domestic situation. The victim is a student at one of the schools in Cedar Falls.
- School Resource Officer Ladage gave a Talk on the 'Dangers of Drugs' to a Sixth Grade class at Hansen Elementary School.
- School Resource Officer Ladage gave two Talks to Seventh Graders on 'Internet Safety' at Holmes Junior High School.
- School Resource Officer Ladage gave two Sixth Grade classes at Hansen Elementary School on the 'Harmful Effects Drugs Have On Your Body'.

CSI Report:

- During the month of January, Officer Belz began purging property from closed cases in 2014.
- Officer Belz attended Monthly In-Service Training for January.
- Found property from October through December 2018 was posted on the City website and Police Department Facebook page.

- The quarterly drug audit was completed for October through December 2018.
- The quarterly cash audit was completed for October through December 2018.
- The quarterly firearm audit was completed for October through December 2018.
- Property from twelve closed cases in 2013 was destroyed.
- Property from 114 closed cases in 2014 was destroyed.
- Property from fifteen closed cases in 2015 was destroyed.
- Fifteen items of found property from 2017 were destroyed.
- Four items of found property from 2018 were destroyed.
- Unclaimed found bikes from January through June 2018 were destroyed.
- Twenty-two items of property were released back to their owners.
- Fifteen items of physical evidence were processed in the Crime Lab.
- Seventeen items of evidence were taken to the State Crime Lab for processing.
- Counterfeit bills from four closed cases were sent to the Secret Service for destruction.

Calls Requested For Assistance:

- Officer Belz assisted Third Shift Officers and Detectives with processing the scene of a Shooting on College Street.
- Officer Belz assisted First Shift Officers with processing a Recovered Vehicle that was Stolen from North Division Street.
- Officer Belz assisted First Shift Officers with processing a Business Burglary on Franklin Street.
- Officer Belz assisted First Shift Officers with processing a Residential Burglary on College Street.
- Officer Belz assisted First Shift Officers and Drug Task Force Detectives with the execution of a Drug Search Warrant on Lincoln Street.
- Officer Belz assisted First Shift Officers with processing the scene of a Business Burglary on Independence Avenue.

Evidence / Property:

- Evidence Entered: 89
- Found Property Entered: 6
- Property Held For Safekeeping: 2
- Evidence Tested For Outside Agencies: 0
- CD's Entered By Officers: 134
- Attorney Video Copies: 131
- Attorney Requests (Not Video): 10

POLICE RESERVE UNIT – Lieutenant Brooke Heuer

- Reserve Officers attended the monthly training and meeting held at the Police Department on January 15th. They received Training on the topics of Gang Activity, Sexual Assault Response, and further practice with Tracs citations and forms.
- Reserve Officer Kelley attended Module A Training at Hawkeye Community College. He is working toward his required Reserve Officer certification and has been registered for all of the Modules at Hawkeye Community College this Spring.
- Reserve Officer Kelley took and passed his National Crime Information Center (NCIC) certification test.
- Reserve Officers Erickson and Lindley remain in Training. Reserve Officer Lindley is scheduled to complete more Field Training hours on 3rd Shift. Reserve Officer Erickson is working to complete his Modules.
- Reserve Officers worked during 2nd and 3rd Shift hours to assist Patrol with a variety of tasks during the month of January. Reserve Officers patrolled areas of town with typically busy areas including College Hill and the Parkade. They also assisted with Calls for Service, Traffic Enforcement, Extra Attention to parks and other areas, and Transports of Prisoners from the Police Department to the Black Hawk County Jail.
- During the month of January, the Reserve Unit logged a total of 91.5 hours of Ride Time and Training Time off-duty. The hours for each Reserve Officer of off-duty time are as follows:

NAME	HOURS
Bostwick	10.5
Buck	12.5
Burg	11
Cross	9.5
Erickson	4
Griffin	9.5
Jaeger	12.5
Kelley	14
Lindley	4
Wright	4
TOTAL	91.5

POLICE TRAINING EVENTS – Lieutenant Marty Beckner

- National Crime Information Center (NCIC) Recertification exams.
- Documents have been submitted for future Training.
- Eight new Public Safety Officers were hired in January: Marissa Abbott, Kaleb Bruggeman, Thomas Baltus, Hanna Hoffa, Tyler Lenox, Kyle Manternach, Tyler Putney, and Eric Van Horn. Officers Manternach and Van Horn are certified Peace Officers in Iowa. The other six will be attending the Iowa Law Enforcement Academy starting in March or April 2019.
- Lieutenant O’Neill attended the FBI’s “Law Enforcement Executive Development Association (LEEDA) / Supervisor Leadership Institute” Training in Edina, Minnesota.
- January Police In-Service consisted of a presentation on local gangs, Operation Safe Streets, and the joint ATF / FBI Task Force in Waterloo by Waterloo Police Department Officers Saunders and Savage. Lisa Geary from Occupational Health and Colleen Sole from the City of Cedar Falls gave a presentation on exposures, and employee injury policy and procedures. Officials from the Iowa Attorney General’s Office gave a presentation on the Victim Compensation Program and Officer Response to Sexual Assault Investigations.
- Officers Lechtenberg, Dougan, and Velasco continued their Field Training.

POLICE RECORDS – Lieutenant Marty Beckner

- Transmission of all TRACS based reports / forms to the State, Shield RMS, and into OptiView.
- Entered all Training attended into Officer Files.
- Placed received Training Certificates into Officer Training Files.
- Calculated Officer Reimbursements from Training and submitted to the Finance Department.
- Distributed monthly ammo.
- Prepared equipment issue for new incoming Officers.

POLICE STATISTICS:

	<u>January 2019</u>	<u>Total 2019</u>
Group A Crimes		
Murder	0	0
Kidnapping / Abduction	0	0
Forcible Rape	0	0
Forcible Sodomy	0	0
Forcible Fondling	5	5
Robbery	0	0
Assault	11	11
Arson	1	1
Extortion / Blackmail	0	0
Burglary / B&E	7	7
Theft	40	40
Theft / Motor Vehicle	2	2
Counterfeit / Forgery	7	7
Fraud	11	11
Embezzlement	0	0
Stolen Property	0	0
Vandalism	12	12
Drug Offenses	14	14
Porn / Obscene Material	1	1
Prostitution	0	0
Weapon Law Violation	0	0
Group B Crimes		
Theft by Check	1	1
Disorderly Conduct	6	6
Operating While Intoxicated	16	16
Public Intoxicated / Liquor Violations	11	11
Non-Violent Family Offense	0	0
Liquor Law Violation	1	1
Peeping Tom	0	0
Runaway	1	1
Trespassing	1	1
Other Offenses	7	7
Group A Total:	111	111
Group B Total:	44	44
Total Reported Crimes:	155	155
Traffic Accidents		
Fatality	0	0
Personal Injury	7	7
Property Damage	68	68
Total Reported Accidents	75	75
Driving Offenses		
Driving While Barred	3	3
Driving While Suspended / Revoked	2	2
Eluding / Peace Officer	0	0
Total Driving Offenses	5	5
Alcohol/Tobacco Violations	7	7
Calls For Service	1,458	1,458
Total Arrests	77	77

CEDAR FALLS FIRE RESCUE

JANUARY FIRE DEPARTMENT ACTIVITIES:

- Station #1 (Green Shift):
 - Provided two Public Relations activities.

FIRE ALTERNATIVE STAFF:

- Part-time and POC Firefighters contributed 12 hours of Shift Duty in January.

FIRE INSPECTIONS – Battalion Chief Curt Hildebrand

- January Rental Inspections: 9 (Shift Personnel assisted with 0 Unit Inspections)
- January Re-Inspections: 9
- January Daycare / Preschool Inspections: 3

FIRE TRAINING EVENTS – Lieutenant Marty Beckner

- Fire Training In-Service consisted of:
 - F.I.T. Testing.
 - SCBA Consumption Drills.
- Target Solutions Training Material:
 - CAPCE – Managing Multiple Casualty Incidents.
 - NFPA 1021 – Incident Scene Management.
- Public Safety Officers are working through their Public Safety Officer Training Manual at Fire Headquarters.
- Public Safety Officers are testing for Firefighter 1 (FF1) and HazMat Awareness, and HazMat Ops.
- Ten Public Safety Officers began their Fire Fighter 1 Training Class with Captain Inouye.
- Fire Personnel conducted a Training Burn of a house and garage at 2703 Timothy Street.

FIRE RECORDS – Lieutenant Marty Beckner

- Vehicle, Equipment, and EMS inventory every Tuesday.
- Equipment Check, Review and Handling every Monday.
- SCBA Inspection the first Wednesday.
- SCBA Check every Wednesday.
- Aerial Platform Exercise and Testing every Sunday.
- District Familiarization.
- Commercial Inspections.

FIRE RESCUE CALLS FOR SERVICE

Type of Incident (Monthly)	Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19	Jul '19	Aug '19	Sep '19	Oct '19	Nov '19	Dec '19
Medical	101											
Cancelled, False Alarms, Good Intent	48											
Fire, Heat, Hazard, Weather Related	10											
Totals	159											

Type of Incident (per year)	2011	2012	2013	2014	2015	2016	2017	2018
Non-Medical CFS	991	1,056	1,052	948	840	911	900	772
Rescue / EMS Related	1,021	1,047	1,049	1,051	1,367	1,570	1,437	1,022
Totals	2,012	2,103	2,101	1,999	2,207	2,481	2,337	1,794

Cedar Falls Public Safety Grid Map

F = FIRE: 159 TOTAL
P = POLICE: 1,459 TOTAL

Outside City Limits

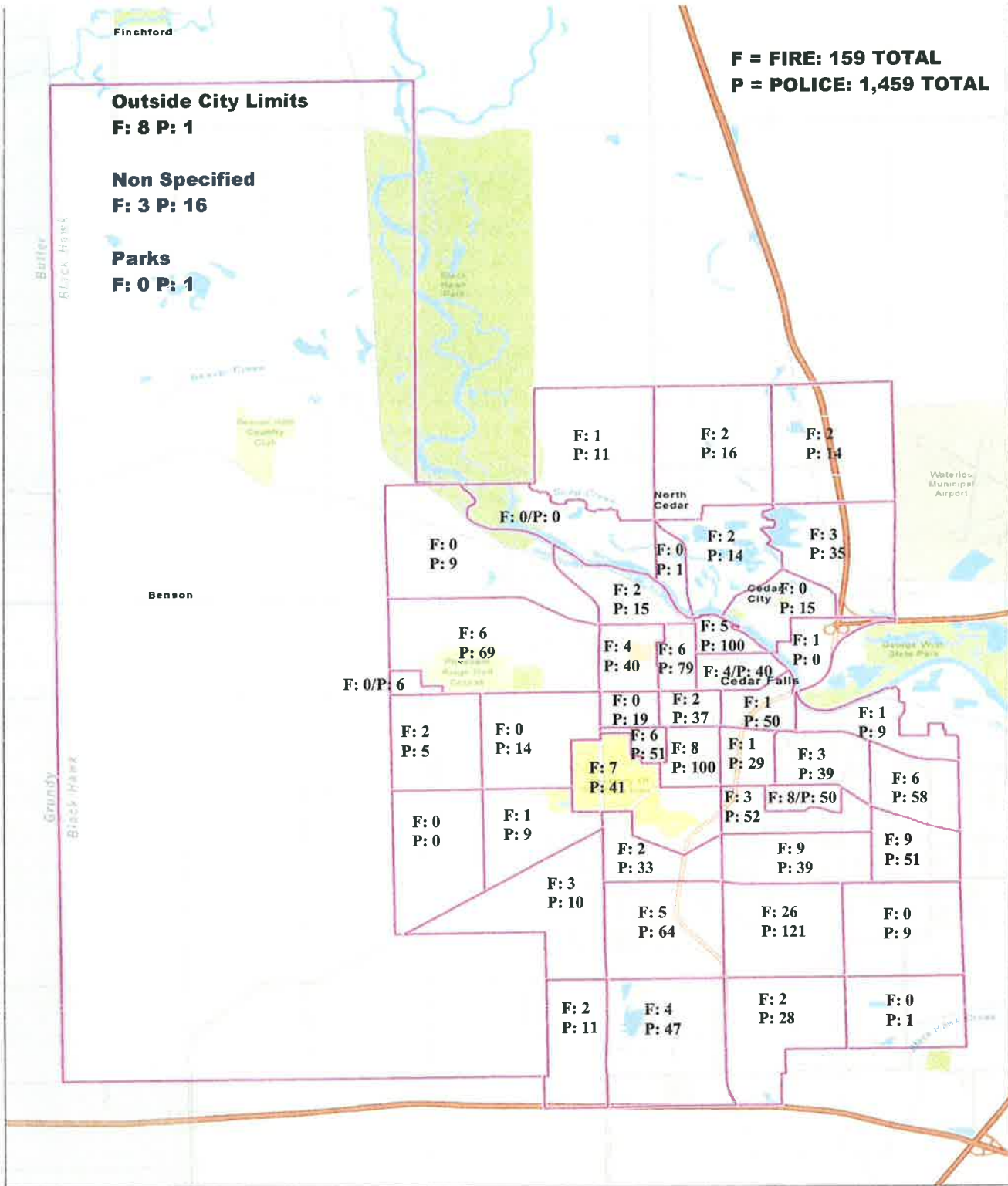
F: 8 P: 1

Non Specified

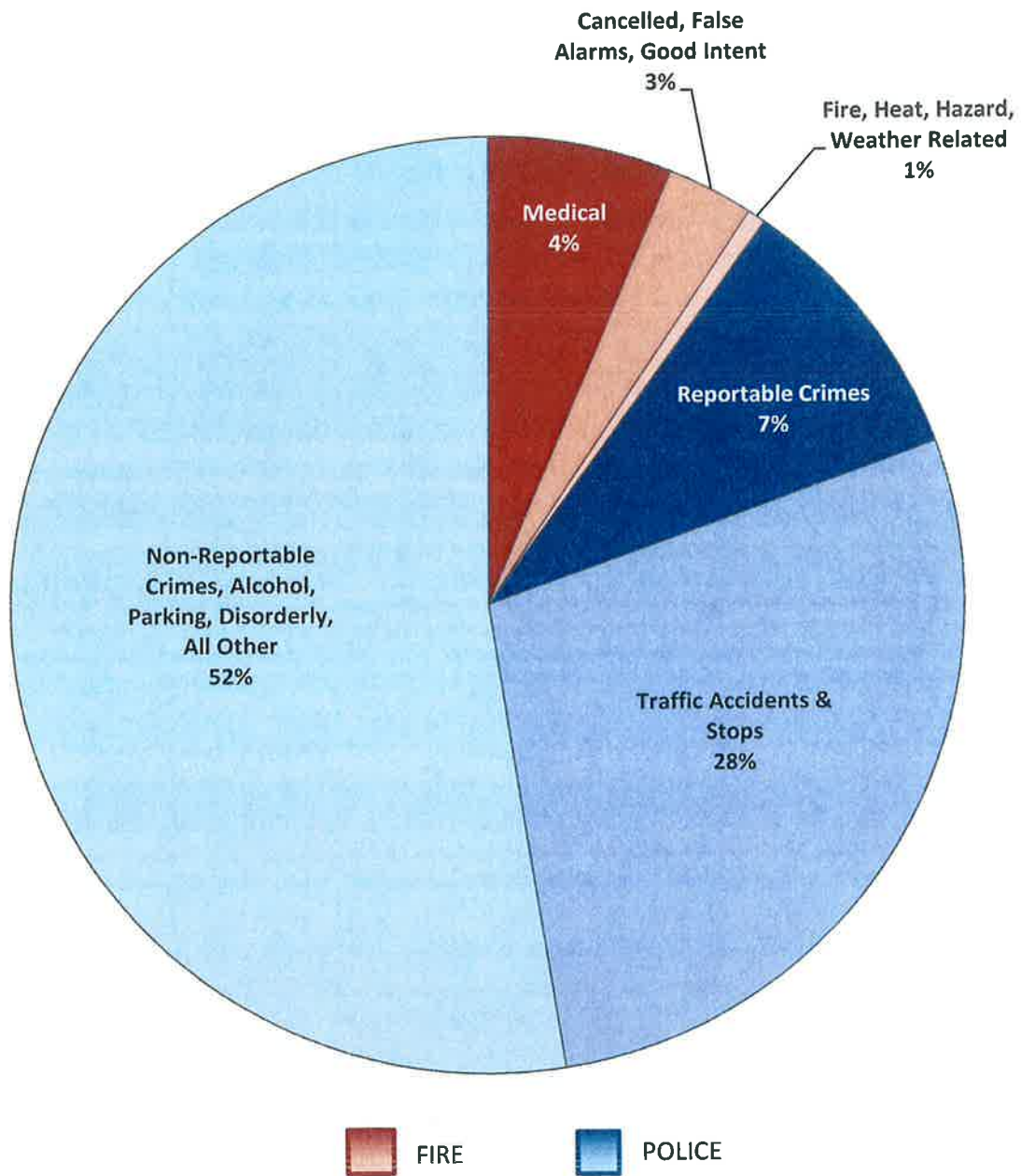
F: 3 P: 16

Parks

F: 0 P: 1



Cedar Falls Public Safety Experience Survey (January)





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 28, 2019
Re: Special Event Related Requests

Police Operations has received the following special event related requests and recommends approval:

- a) Street closure, Panther Caravan, May 22, 2019.



MEMORANDUM

CEDAR FALLS POLICE DEPARTMENT

REVISED: 12-03-2003

DATE: 02/23/19

TO: Chief Olson, Asst. Chief Berte

FROM: Capt. Harrenstein

SUBJECT: Road Closure Resquest

Handwritten signature in blue ink, likely "Capt. Harrenstein".

Attached is a request for a road closure in the 100 block of Main Street on May 22nd between the hours of 6-7:30 PM. The UNI hosted event is expected to attract between 300-400 people and will have alcoholic and non-alcoholic beverages served from local bars. See attached email from the event coordinator.

Appropriate road closure signage will need to be delivered to prevent traffic from turning south onto Main Street at 1st Street and appropriate barricades at 1st and Main and 2nd and Main. I do recommend approval for this event.

A \$25.00 barricade fee will need to be paid one week prior to the event and two (2) Cedar Falls officers will need to be hired to work the event and assist with barricade set-up and take down.

Capt. Jeff Harrenstein

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From: Leslie Prideaux [mailto:leslie.prideaux@uni.edu]

Sent: Wednesday, January 16, 2019 1:31 PM

To: Colleen Sole

Subject: Panther Caravan on Main Street 5/22

Hello Colleen,

It was great speaking with you today regarding the plans of the Panther Caravan coming to Main Street on May 22, 2019. We are excited to see how this event will work!

We hope to host our Panther Caravan on Main Street between 1st and 2nd Street on Wednesday, May 22, 6-7:30 p.m. with an estimated crowd of 300-400. The initial plan is to have several activities in the street including games, kids activities, and places for guests to interact with our coaches, student athletes, spirit squad and mascot. We will host a short program at 6:45 p.m. with five of our coaches, the university president, athletic director and myself. We would also like to work with the local businesses to provide food and both alcoholic and non-alcoholic beverages to the guests.

Please let me know the next steps and also if you have any questions about the event.

Thank you in advance for you assistance.

Leslie Prideaux
Director of Alumni Relations

President, University of Northern Iowa Alumni Association
University of Northern Iowa
319-273-3093
www.unialum.org

BEFORE THE CEDAR FALLS CITY COUNCIL

IN RE:
Up the Stairs, Inc. d/b/a Suds
2223 ½ College Street
Cedar Falls, IA 50613

**ORDER ACCEPTING
ACKNOWLEDGMENT/
SETTLEMENT AGREEMENT**

ON this _____ day of _____, 2019, in lieu of a public hearing on the matter, the Cedar Falls City Council approves the attached Acknowledgment/Settlement Agreement between the above-captioned permittee and the City of Cedar Falls.

Therefore, the Cedar Falls City Council FINDS that the above-captioned permittee has remitted to the "City of Cedar Falls", a civil penalty in the amount of Three Hundred and No/100 Dollars (\$300.00). Be advised that this sanction will count as a first violation of Iowa Code Section 453A.2(1), pursuant to Iowa Code Section 453A.22(2)(a). IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

James P. Brown, Mayor
City of Cedar Falls, Iowa

IN RE:
Up the Stairs, Inc. d/b/a Suds
2223 1/2 College Street
Cedar Falls, IA 50613

**ACKNOWLEDGMENT/
SETTLEMENT AGREEMENT**

ACKNOWLEDGMENT/SETTLEMENT AGREEMENT

I (we) hereby knowingly and voluntarily acknowledge that I (we) have received the Notice of Hearing and the Complaint in the above case. I (we) hereby knowingly and voluntarily acknowledge the facts and allegations contained in the Complaint, attached hereto and incorporated herein by reference, and knowingly and voluntarily admit that the same are true and correct. I (we) hereby knowingly and voluntarily waive hearing, and submit to the statutory penalties prescribed by Iowa law. I (we) understand that this penalty will count as an official "First Violation" of Iowa Code Section 453A.2 pursuant to Iowa Code Section 453A.22. I (we) have enclosed a check for the amount of \$300.00 made payable to the "City of Cedar Falls" to settle the above-referenced complaint.

UP THE STAIRS, INC. d/b/a/ SUDS

CITY OF CEDAR FALLS

By: 

By: 

2-26-19
DATE

NOTE: This must be signed by an individual cigarette permittee, or in the case of another business entity, by individual(s) who have authority to bind the entity.

If you decide to sign this ACKNOWLEDGMENT/SETTLEMENT AGREEMENT and waive your appearance at a hearing, this document, properly signed and dated, along with your \$300.00 check made payable to the "City of Cedar Falls", should be returned to: Samuel C. Anderson, City Attorney, 528 West 4th Street, P.O. Box 1200, Waterloo, Iowa 50704.



DEPARTMENT OF ADMINISTRATIVE SERVICES

CITY OF CEDAR FALLS, IOWA
220 CLAY STREET
CEDAR FALLS, IOWA 50613
PHONE 319-271-8600
FAX 319-268-5126

January 9, 2019

Up the Stairs, Inc. d/b/a Suds
2223 ½ College Street
Cedar Falls, IA 50613

Re: 12/17/18 Tobacco Violation

Dear Sir or Madam,

The City of Cedar Falls has scheduled a hearing before the City Council at 7:00 p.m. on March 4, 2019, City Council Chambers. The hearing complaint, which has been filed against you, is attached.

If you or your representative fails to appear at this hearing, a decision may be rendered against you. You have the opportunity to be heard at this hearing and to be represented by an attorney at your own expense regarding the mandatory \$300.00 civil penalty prescribed by 453A.22(2)(a) for the violation of Iowa Code Section 453A.2(1), selling, giving, or otherwise supplying any tobacco, tobacco products, or cigarettes to any person under eighteen years of age.

If you wish to settle this case in lieu of the public hearing, you may complete the attached Acknowledgment/Settlement Agreement, returning the original copy, properly signed and dated, to Samuel C. Anderson, Assistant City Attorney, 528 West 4th Street, Waterloo, Iowa 50701, no later than ten (10) business days prior to the hearing date. With this Acknowledgment/Settlement Agreement, you must include a check in the amount of \$300.00, made out to the "City of Cedar Falls". This will satisfy the penalty for a first violation under Iowa Code Section 453A.22(2), and will conclude the matter.

If you have any questions, you may reach me by phone at 319-232-6555, or if you have obtained representation by an attorney in this matter, he or she should contact me.

Very truly yours,

Samuel C. Anderson
Assistant City Attorney

"OUR CITIZENS ARE OUR BUSINESS"

IN RE:
Up the Stairs, Inc. d/b/a Suds
2223 ½ College Street
Cedar Falls, IA 50613

HEARING COMPLAINT

The City of Cedar Falls hereby makes the following complaint against the above-named permittee.

1. Iowa Code Section 453A.2(1) provides that a person shall not "sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under eighteen years of age."
2. Iowa Code Section 453A.22(2)(a) provides that if a permit holder or employee of a permit holder has violated Iowa Code Section 453A.2(1), the permit holder shall be assessed a civil penalty of Three Hundred and No/100 Dollars (\$300.00) for a first violation of Iowa Code Section 453A.2(1).
3. On or about December 17, 2018, the permittee or an employee of the permittee sold cigarettes or tobacco products to a person under eighteen years of age. A copy of the Criminal Docket is attached and incorporated herein as Exhibit A.
4. Therefore, in accordance with Iowa law, the City of Cedar Falls requests the Cedar Falls City Council find a violation of the above-referenced

sections of Iowa Code Chapter 453A and assess a civil penalty in the amount of Three Hundred and No/100 Dollars (\$300.00) against Sud's.



Samuel C. Anderson
Assistant City Attorney
528 West 4th Street
Waterloo, IA 50701
(319) 232-6555

Original to:
Sud's
2223 ½ College Street
Cedar Falls, IA 50613

Copy to:
Capt. Michael Hayes
Cedar Falls Police Department
220 Clay Street
Cedar Falls, IA 50613

Jacque Danielsen
Cedar Falls City Clerk
220 Clay Street
Cedar Falls, IA 50613



Case Number: STA0177508 Case Title: STATE vs. JOHANNNS, JORDAN ANN

Opened: 12-20-2018
 County: BlackHawk
 Case Type: Scheduled Traffic - State Status: Active Judge:
 Prayer Amount: \$.00



Show/Hide Participants

	Plaintiff[s]	Counsel of Record
STATE OF IOWA IA		
	Defendant[s]	Counsel of Record
JORDAN ANN JOHANNNS 1915 OLIVE ST CEDAR FALLS, IA 50613		

Show/Hide Charges

Number	Date	Charge	Code	Comment
01	2018-12-17	EMPLOYEE PROVIDING TOBACCO/VAPOR PRODUCT TO MINOR - 1ST OFF	453A.2(1)	
	File Date	Case History		
01-08-2019	04:17:10 PM	VIOLATIONS HANDLED BY CLERK		
Court		Filed by: Court		
12-20-2018	02:48:00 PM	TRAFFIC TICKET FILING		
Court		Filed by: Court		



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 28, 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) Pheasant Ridge Golf Course, 3205 West 12th Street, Class B beer & outdoor service - renewal.
- b) Happy's Wine & Spirits, 5925 University Avenue, Class E liquor - renewal.
- c) Hillstreet News & Tobacco, 2217 College Street, Class E liquor - renewal.



DEPARTMENT OF FINANCE & BUSINESS OPERATIONS

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

MEMORANDUM

TO: Mayor Brown and City Council Members

FROM: Paul Kockler, Accountant

DATE: February 25, 2019

SUBJECT: February 1, 2019 Long-Term Disability Plan Amendment

National Insurance Services and the City of Cedar Falls have agreed upon an amendment to the City's long-term disability insurance plan that increases the maximum covered annualized salary of the plan to \$200,000. The previous maximum covered annualized salary of the plan was \$150,000. The premium rate will remain unchanged. Attached is an updated Joinder Agreement for long-term disability insurance.

If you have questions regarding the attached, please contact me at 268-5101.

Attachments

**AMENDMENT #2 TO
NATIONAL INSURANCE SERVICES TRUST
JOINDER AGREEMENT FOR
LONG-TERM DISABILITY INSURANCE**

Carrier No: 0377

Carrier: MNL

Group Name: City of Cedar Falls

State: IA

Employee Classification: 01 Administrators

This Amendment, made part of the National Insurance Services Trust Joinder Agreement (the "Agreement") by and between the Administrator of the National Insurance Services Trust and **City of Cedar Falls**, (the "Employer"), amends certain provisions of the Agreement effective February 1, 2019 as specified below. Provisions under this Amendment are subject to all the terms and conditions, limitations and exclusions of the entire contract, unless otherwise stated herein.

Benefit Change(s):

- Under 'B. Class and Benefit Summary', under 'Class Number: 01', the items entitled 'Maximum Monthly Covered Salary:', 'Maximum Monthly Benefit:', and 'Guarantee Issue:' are hereby deleted in their entirety and replaced with the following:

Class Number:	01
'Maximum Monthly Covered Salary:	\$16,667
Maximum Monthly Benefit:	\$15,000 for the first 6 months; \$11,667 thereafter
Guarantee Issue:	\$15,000 for the first 6 months; \$11,667 thereafter'

Rates: The premium rate will remain unchanged.

The above rates are guaranteed until the next plan renewal date. This rate guarantee will not pertain to adjustments in premium rate due to amendments requested by the Employer.

Continued payment of premium constitutes acceptance of this Amendment, which becomes a part of the entire contract. It shall continue in force under the same provisions that govern the entire contract. All other terms, provisions and conditions of the entire contract remain unchanged except as stated above.

Accepted for
NATIONAL INSURANCE SERVICES TRUST
by Administrator, National Insurance
Services of Wisconsin, Inc.



Date: February 21, 2019



DEPARTMENT OF PUBLIC SAFETY SERVICES
POLICE OPERATIONS
CITY OF CEDAR FALLS
220 CLAY STREET
CEDAR FALLS, IOWA 50613

319-273-8612

MEMORANDUM

To: Mayor and Council
From: Jeff Olson, Public Safety Director/Chief of Police
Date: February 28, 2019
Re: **lamResponding.com Software Contract**

Attached you will find a Renewal Agreement between lamResponding.com and the City of Cedar Falls Fire Division. This software is the communication tool that is used to alert off-duty PSOs and Firefighters of a request for them to come to work due to an incident. An app is downloaded to the phones of those employees who chose to so that they can respond to the incidents to assist. This software alerts all employees at once, a very efficient and quick method. It also allows employees to respond back telling on duty supervisors whether they are coming in to assist or not. I recommend approval of this one year agreement for \$800.



SUBSCRIPTION RENEWAL AGREEMENT

FULL SUBSCRIBER NAME:

Cedar Falls Fire Rescue (IA)

(The name of the entity that is subscribing, hereinafter "Subscriber")

RENEWAL SUBSCRIPTION
COMMENCEMENT DATE:

April 15, 2019

This Agreement is entered into by and between Emergency Services Marketing Corp., Inc. ("ESMC"), as the duly licensed provider of the IamResponding.com services ("IaR"), and Subscriber. Pursuant to the Terms and Conditions set forth herein, ESMC agrees to provide Subscriber with access to IaR, for the term and at the costs set forth herein. Subscriber is solely responsible for obtaining its' own internet connection and hardware.

1. This renewal subscription shall commence on the Renewal Subscription Commencement Date set forth above, and shall terminate one, three or five year(s) from the Commencement Date, depending on the option selected in paragraph 2(a) below. Subscriber's access to IaR shall not be provided by ESMC until ESMC has received this signed Subscription Agreement from Subscriber.

2. a) Term and Base Subscription Fee:

The subscription term and fee selected by Subscriber is as follows:

(In this section, you must check at least one box, and in some cases, two boxes.)

One-year Subscription

\$800

Three-year Subscription

Subscriber will pay this (select a payment option below, and check the box):

Annually, at \$725/year; or

Up-front, for a total of \$2,066 (5% discount from annual payment rate)

Five-year Subscription (**BEST VALUE!**)

Subscriber will pay this (select a payment option below, and check the box):

Annually, at \$650/year; or

Up-front, for a total of \$3,087 (5% discount from annual payment rate)

b) Telephone Call Costs: \$10/year.

This is paid annually, together with your annual Base Subscription Fee. If you have selected a multi-year Term, paid up front, then the amount due up front is \$10, times the number of years of your selected Term (\$30 for a 3-year agreement; \$50 for a 5-year agreement).

3. The subscription fee for one-year subscriptions, and for three and five year subscriptions at the paid up-front rate, shall be paid in full on or before the Commencement Date of the subscription.

Subscription Agreement to IamResponding.com (KGF)

Please return by facsimile to: (315) 314-7748

Or mail to: Emergency Services Marketing Corp., Inc. P.O. Box 93, Dewitt, NY 13214-0093

Page 1 of 4

Subscription fees for three and five year subscriptions paid annually shall be paid to ESMC in equal annual payments which shall be due and payable, in advance, on each anniversary of the Commencement Date for the duration of the subscription, without invoice.

4. All subscription fees are in US funds, and shall be paid in US funds.
5. This Subscription Agreement expressly adopts and incorporates the Terms of Use of IaR, which are posted on the IaR site at www.iamresponding.com.
6. Subscriber shall not share the functionality, or any portion, of IaR with any other entity, at any time. Any such sharing shall be deemed a material breach of this Agreement.
7. If Subscriber defaults in any respect whatsoever with regard to the terms and conditions of this Subscription Agreement or the Terms of Use, ESMC shall have the right, in its sole discretion, to suspend or terminate Subscriber's subscription to IaR, and to suspend or terminate Subscriber's access to IaR. Any payments not timely made shall be considered a material default by Subscriber.
8. ESMC reserves the right to modify the appearance, content and/or functionality of IaR at any time, in its sole discretion, with the understanding that core functionality will be maintained.
9. If Subscriber has a website for its department or agency on which it is able to place links to other websites, Subscriber shall add a link on its site to www.iamresponding.com.
10. Subscriber warrants that its subscription to IaR was not procured through the efforts of any sales person other than None (insert "none" if no sales person was involved in procuring this subscription).
11. Subscriber understands that the subscription fee that is being paid for each year of a multi-year subscription is a discounted fee made available to Subscriber only because of Subscriber having entered into a multi-year Subscription Agreement. Subscriber further understands that ESMC has or may enter into certain financial obligations based upon projections which rely upon Subscriber honoring its multi-year agreement. If Subscriber terminates a multi-year Subscription Agreement for any reason whatsoever, Subscriber agrees to pay, as liquidated damages for such termination, a sum equal to 1.25 times the average annual subscription fee set forth in Section 2(a) for each full and partial year of the subscription between the Commencement Date and the termination date (any subscription fee payments already paid to ESMC for that time period will be credited against this charge). For paid up-front subscriptions, the average annual fee shall be the total fee set forth in Section 2(a), divided by the number of years paid for.
12. ESMC shall provide Subscriber with 24x7x365 email technical support. Support requests shall be addressed to support@emergencysmc.com. Subscriber understands that ESMC will use its best efforts to classify the level of urgency of each support request, that such classifications shall be made in the sole discretion of ESMC, and that the response time for each support request will be dependent upon such classification.
13. Subscriber understands that there may be periodic service interruptions to IaR as the result of events or circumstances beyond the control of ESMC. ESMC has taken, and will continue to exercise, commercially reasonable efforts to mitigate such interruptions.
14. If all or part of any provision of this Subscription Agreement or of the Terms of Use shall be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, such portion(s) of the provision(s)

Subscription Agreement to IamResponding.com (KGF)

Please return by facsimile to: (315) 314-7748

Or mail to: Emergency Services Marketing Corp., Inc. P.O. Box 93, Dewitt, NY 13214-0093

Page 2 of 4

as are held to be illegal, invalid or unenforceable shall be construed to reflect the parties' original intent, and the remaining portions and provisions shall remain in full force and effect.

15. This Subscription Agreement may be signed in counterparts, each of which, when combined, shall constitute the whole agreement.
16. This Subscription Agreement and the Terms of Use constitute the entire agreement between Subscriber and ESMC and govern Subscriber's use of IaR, superseding any prior agreements between Subscriber and ESMC. In the event of a specific conflict between the terms and conditions of this Subscription Agreement and the Terms of Use of IaR, the terms and conditions of this Subscription Agreement shall control.
17. Subscriber certifies that Subscriber (**check one box below**):
- IS** a tax-exempt organization, exempt from state and local sales and use taxes on its purchases, and its tax exemption (and/or exempt organization) number is:
42-6004332 (*Please attach tax exemption certificate*).
- IS NOT** a tax-exempt organization, and is NOT exempt from state and local sales and use taxes on its purchases.
18. Subscriber warrants that the individual signing this Agreement possesses all authority and consents necessary to enter into this Subscription Agreement on behalf of Subscriber.

Subscribing Entity's Name: Cedar Falls Fire Rescue

Printed Name of Authorized Signor: John Bostwick, Fire Chief

Date: March 5, 2019

Signature: _____

Emergency Services Marketing Corp., Inc.

By: _____ Date: _____
Daniel R. Seidberg, President

Please return this ENTIRE agreement to us; not just the signature page!

***All checks should be made payable to: Emergency Services Marketing Corp., Inc.
Tax Identification No.: 20-5787005***



CONTACT UPDATE FORM

RETURN VIA FAX TO 315-314-7748

Department Name, as it appears on your main screen: Cedar Falls Fire Rescue

PRIMARY CONTACT
Name
Phone Number
Email Address
Fax Number

John Bostwick, Fire Chief
319-273-8690
john.bostwick@cedarfalls.com
319-268-5126

BILLING CONTACT
Name
Phone Number
Email Address
Fax Number

Same as above

MAILING ADDRESS
Street
City/Town
State/Province
Country
Zip/Postal Code
County

220 Clay Street
Cedar Falls
Iowa
USA
50613
Blackhawk

BILLING ADDRESS
Street
City/Town
State/Province
Country
Zip/Postal Code
County

Same as above

PHYSICAL ADDRESS OF YOUR PRIMARY STATION
Street
City/Town
State/Province
Country
Zip/Postal Code
County

Same as above

1718 Main Street
Cedar Falls
Iowa
USA
50613
Blackhawk

PLEASE HELP US CONTAIN YOUR COSTS BY USING THIS FORM AS YOUR INVOICE

IamResponding.com

Emergency Service Marketing Corp., Inc.

P.O. Box 93

Dewitt, New York 13214-0093

Phone: (315) 701-1372 Fax: (315) 314-7748

Self Made Invoice

Date: March 5, 2019

To (insert your department name and billing address):

Cedar Falls Fire Rescue

220 Clay Street

Cedar Falls, Iowa 50613

DESCRIPTION	AMOUNT
<p>Please select <u>ONE</u> applicable payment option below:</p> <p><input checked="" type="checkbox"/> One-Year Term (\$800 Base Fee + \$10 Telephone Fee = \$810)</p> <p><input type="checkbox"/> Three-Year Term, Paid Annually (\$725 Base Fee + \$10 Telephone Fee= \$735)</p> <p><input type="checkbox"/> Three-Year Term, Paid Up-Front (\$2,066 Base Fee + \$30 Telephone Fee = \$2,096)</p> <p><input type="checkbox"/> Five-Year Term, Paid Annually (\$650 Base Fee + \$10 Telephone Fee = \$660)</p> <p><input type="checkbox"/> Five-Year Term, Paid Up-Front (\$3,087 Base Fee + \$50 Telephone Fee = \$3,137)</p>	
Total :	810

Please update your billing contact information!

<p>Billing Contact Name: <u>John Bostwick, Fire Chief</u></p> <p>Billing Contact Email: <u>john.bostwick@cedarfalls.co</u></p> <p>Billing Contact Phone: <u>319-273-8690</u></p> <p>Billing Contact Fax: _____</p> <p>Billing Address: <u>220 Clay Street</u> <u>Cedar Falls, Iowa 50613</u></p>	<p>All payments in US funds ONLY</p> <p>Payments accepted via Check or Money Order</p> <p>Make checks payable to: Emergency Services Marketing Corp., Inc. (Tax ID #: 20-5787005)</p> <p>Thank you for your business!</p>
--	---

Subscription Agreement to IamResponding.com (KGF)

Please return by facsimile to: (315) 314-7748

Or mail to: Emergency Services Marketing Corp., Inc. P.O. Box 93, Dewitt, NY 13214-0093

Page 4 of 4

This document is to be completed by a purchaser when claiming exemption from sales/use/excise tax. Certificates are valid for up to three years.

Purchaser Name City of Cedar Falls

Seller Name _____

Address 220 Clay Street

Address _____

City Cedar Falls State IA ZIP 50613

City _____ State _____ ZIP _____

General Nature of Business Local Government

Telephone Number (319) 273-8600

Purchaser is doing business as:

Retailer
Sales/Use/Excise Tax Permit Number (if required) _____

Retailer Car Dealer
Enter your DOT number _____

Governmental Agency (including public schools)

Wholesaler Farmer Lessor

Manufacturer Nonprofit Hospital

Private Nonprofit Educational Institution

Qualifying Residential Care Facility

Nonprofit Museum

Commercial Enterprise

Other _____

Purchaser is claiming exemption for the following reason:

Resale Leasing Processing

Qualifying Farm Machinery/Equipment

Qualifying Farm Replacement Parts

Qualifying Manufacturing Machinery/Equipment

Research and Development Equipment

Pollution Control Equipment

Recycling Equipment Qualifying Computer

Qualifying Replacement Parts/Supplies
(Manufacturing, R&D, Pollution Control, Recycling,
Computer)

Qualifying Computer Software, Specified Digital

Products and Digital Services

Direct Pay (permit number required) _____

Other Local Government

Description of Purchase (Attach additional information if necessary)

Under penalty of perjury, I swear or affirm that the information on this form is true and correct.

Signature of Purchaser _____ Title _____ Date _____

Seller: Keep this certificate in your files.

Purchaser: Keep a copy of this certificate for your records.

Do not send to the Iowa Department of Revenue.



CEDAR FALLS DEPARTMENT OF PUBLIC SAFETY SERVICES

CITY OF CEDAR FALLS
220 CLAY STREET
CEDAR FALLS, IOWA 50613

319-273-8612

MEMORANDUM

To: Mayor and Council
From: Jeff Olson, Public Safety Director/Chief of Police
Date: February 28, 2019
Re: Cameras for College Hill

We have received quotes for the installation of cameras in the College Hill area. We have also received costs from Cedar Falls Utilities to wire those cameras and to add lighting in some of the areas.

We had solicited pricing from four companies for the cameras. One company declined to bid and one indicated they would provide a quote on the process, but never did. Two companies gave us quotes to sell and install the cameras. The low camera cost was from Inteconnex for \$83,902.12. CFU costs totaled \$108,923.00; fiber conduit and install totaled \$23,923.00 and lighting upgrades totaled 85,000.00. Other costs as identified by our IT Department totaled \$28,118.70. The total cost of the project is \$244,866.82. I have attached supporting documents with the exception of the lighting bill in which we received a verbal quote from CFU.

We will require an insurance certificate from Inteconnex which we have not received at this time. They advised that they do have the appropriate insurance and will forward the documents.

The system has very high quality vision and will allow for us to identify persons by their facial features from many areas. The cameras also have a tracking feature in which we can track their movements around the College Hill area.

I am recommending approval to move ahead with this project at a cost of \$244,866.82.



1065 Sierra Ct NE Suite A
 Cedar Rapids, IA 52402
 P: 319-739-0860

QUOTE

Number TJOQ2245-03
 Date Feb 1, 2019

Sold To

City of Cedar Falls
 2200 Technology Parkway
 Cedar Falls, Iowa 50613

Terms Net 30	Job Name College Hill Street Cameras
------------------------	--

Qty	Part Number	Description	Ext. Price
1	HD-NVR4-PRM-64TB-NA	HD NVR4 PRM 64TB 2U Rack Mnt, Windows Server 2016	\$23,250.00
1	8C-ACC6-ENT	ACC 6 Enterprise license for up to 8 camera channels	\$1,717.50
1	4C-ACC6-ENT	ACC 6 Enterprise license for up to 4 camera channels	\$866.25
3	1C-ACC6-ENT	ACC 6 Enterprise license for up to 1 camera channels	\$753.75
6	32C-H4A-4MH-360	4x 8 MP, WDR, LightCatcher, 4mm, Camera Only	\$10,800.00
6	24C-H4A-3MH-270	3x 8 MP, WDR,LightCatcher, 4mm, Camera Only	\$9,450.00
12	H4AMH-AD-PEND1	Outdoor pendant mount adapter, must order one of IRPTZ-MNT-WALL1 or IRPTZ-MNT-NPTA1 and one of H4AMH-DO-COVR1 or H4AMH-DO	\$1,440.00
12	H4AMH-DO-COVR1	Dome bubble and cover, for outdoor surface mount or pendant mount, clear.	\$1,440.00
12	IRPTZ-MNT-WALL1	Pedant wall mount adapter. For use with H4 IR PTZ or H4A-MH-AD-PEND1 on H4 Multisensor.	\$855.00
15	H4-MT-POLE1	Pole mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL, H4F and H4 PTZ cameras.	\$1,012.50
2	16L-H4PRO-B	5K (16 MP) H.264 HD Pro with LightCatcher Technology	\$11,250.00
2	ES-HD-IPM	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-	\$352.50
2	LEF7030040CA2	Canon, 70-300mm, f/4-f/5.6L, Auto-Iris, Vari Focal Recommended for 4K-7K H4PRO-B Highest	\$4,927.50
2	ES-HD-HWS-LG	Large Format Enclosure for Avigilon HD IP Professional Cameras with 12VDC/24VAC Heater, Wall Bracket and Sunshield. Maximum combin	\$622.50
1	8.0-H4A-DP1-IR-B	4K UHD (8.0 Megapixel), Day/Night, Pendant Dome, 4.3-8mm f/1.8 P-iris lens, Integrated IR, Self-Learning Video Analytics. Must use with a H	\$1,080.00
1	H4A-MT-WALL1	Wall mount bracket for use with H4A-DP pendant dome cameras	\$45.00
15	TI-IG60	TRENDnet Hardened Industrial 60W Gigabit PoE+ Injector, DIN-Rail Mount, IP30	\$1,776.45
		Installation hardware	\$2,149.17
		Total Labor	\$10,114.00

Pricing is for Cameras, Mounts, Industrial rated injectors, Servers/storage, and Installation of cameras. All switches and cabling to poles provided by City. Agreeing on use of/lifts provided by city.

Storage to accomadate firestation adds as well as cameras here with 30 days of recording.

Thanks for giving Inteconnex the opportunity to earn your business. This Quote is subject to and conditioned upon your acceptance of the Inteconnex Standard Terms and Conditions (www.inteconnex.com/inteconnex-standard-terms-conditions). Your signature constitutes acceptance. No amendment of such terms is permitted without the express, written agreement by Inteconnex.

Phone # 319-739-0860	E-Mail cbrandhorst@inteconnex.com	Web Site www.inteconnex.com	SubTotal \$83,902.12
			Total \$83,902.12

Signature _____
 Printed Name _____
 Date _____
 PO Number _____

Jeff Olson

From: Ron Gaines
Sent: Thursday, February 28, 2019 12:15 PM
To: Jeff Olson
Subject: FW: Costs for College Hill camera fiber

[Here you go...](#)

From: Steve Bernard [<mailto:Steve.Bernard@cfunet.net>]
Sent: Thursday, February 28, 2019 11:50 AM
To: Ron Gaines
Subject: Costs for College Hill camera fiber

Ron,
Here's our estimate for the College Hill area fiber.

Total up front cost = \$23,923. Includes fiber, conduit, splicing and connection back to your network (Fire Station).

There will be some annual maintenance fees, estimating at \$266 per year. If you prefer to pay maintenance up front, tack on \$2660 to the total for a 10 year arrangement. There will be some ongoing electrical costs for your cameras, not included here. Maybe we meter those, or maybe we'll find a simpler method rather than hanging meters.

Mike Smith here is also providing the details to Chase.

Steve

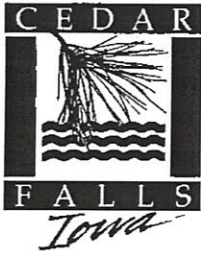


Steve Bernard
General Manager
Cedar Falls Utilities
Office 319-268-5346
Cell 319-939-2706
www.cfu.net

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

College Hill

Device	Price	QTY	Total
MOXA EDS-G512E-4GSFP	1399	4	5596
MOXA IMC-101G	599	14	8386
MOXA INJ24A	329	14	4606
MOXA SFP-1GSXLC-T	189	28	5292
Enclosure with Lock	213.87	10	2138.7
Conduit, DIN Rails, Fittings, Wiring devices	150	14	2100
		Total	28118.7



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 Heath, Public Works/Parks Division Manager *Brian Heath*
DATE: February 28th 2019
SUBJECT: Lease Agreement for Office Space at 1500 Bluff Street

Attached for your consideration is an extension of a lease agreement between the Black Hawk County Solid Waste Commission and the City of Cedar Falls for use of office space located at 1500 Bluff Street by the WasteTrac environmental education team.

WasteTrac, the Black Hawk County Solid Waste Commission's environmental education team is responsible for providing various environmental education programs for civic organizations and schools throughout Black Hawk County. The majority of the existing Bluff Street complex is refuse and recycling related operations. Having WasteTrac located at this facility provides a great benefit for both the City and the BHCSWC. Additionally, the Veterans Administration will be occupying office space part time as a satellite office to better serve Cedar Falls area veterans.

Municipal Operations and Programs is recommending approval of the attached agreement. The terms of the lease renewal is for 24 months beginning July 1, 2019, at a rate of \$3,000 annually.

Please feel free to contact me if you have questions or concerns.

Cc; Mark Ripplinger, Director of Municipal Operations and Programs
Att.

LEASE BUSINESS PROPERTY

THIS LEASE AGREEMENT, is entered into this _____ Day of March, 2019, by the City of Cedar Falls ("Landlord") whose address for the purpose of this Lease is 220 Clay St., Cedar Falls, Iowa 50613, and Black Hawk County Solid Waste Management Commission ("Tenant") whose address for the purpose of this Lease is 229 E. Park Ave., Waterloo, IA 50703.

WITNESSETH THAT:

1. **PREMISES AND TERM.** Landlord, in consideration of the rents, agreements and conditions herein contained, leases to the Tenant and Tenant leases from Landlord, according to the terms of this Lease, the following described "Premises", situated in Black Hawk County, Iowa:

3 offices and adjoining areas as outlined on attached Exhibit "A", located at 1500 Bluff St., Cedar Falls, Iowa, along with access to all common areas of the premises, with the exception of 18. OTHER TERMS, (c),

with the improvements thereon, and all rights, easements and appurtenances, for a term of twenty-four (24) months, commencing at the first day of the lease term, which shall be on July 1, 2019, and ending at midnight on the last day of the lease term, which shall be on June 30, 2021, upon the condition that Tenant pays rent therefor, and otherwise performs as in this Lease provided.

2. **RENT.** Tenant agrees to pay to Landlord as rent for said term, as follows: \$3,000 due and payable on or before July 1, 2019, which shall cover the period of July 1, 2019-June 30, 2020. All costs for utilities and maintenance are included within this payment. An additional payment of \$3,000 is due on or before July 1, 2020, and shall be payment, including for utilities and maintenance, for the final twelve months of the term of this Lease. All sums shall be paid at the address of Landlord, as above designated, or at such other place in Iowa, or elsewhere, as the Landlord may, from time to time, designate in writing. Delinquent payments shall draw interest at 18 % per annum from the due date, until paid.

3. **POSSESSION** Tenant shall be entitled to possession on the first day of the term of this Lease, and shall yield possession to the Landlord at the end of the lease term, except as herein otherwise expressly provided. Should Landlord be unable to give possession on said date, Tenant's only damages shall be a rebating of the pro rata rental.

4. **USE OF PREMISES.** Tenant covenants and agrees during the term of this Lease to use and to occupy the Premises only for the purpose of operating its business as the Black Hawk County Solid Waste Management Commission (BHCSWC) education program known as WasteTrac. Landlord represents the Premises are appropriately zoned for such use.

5. **REPAIRS.** Tenant takes the Premises "As Is". Tenant shall maintain the Premises in a reasonable safe, serviceable, clean and presentable condition, and Tenant shall only be responsible for damage caused by the Tenant, not including wear caused by normal use.. Tenant shall make no structural changes or alterations without the prior written consent of Landlord.

6. **UTILITIES AND SERVICES.** Landlord shall pay for all utilities and services which may be used on the Premises (including heat, air, water, sewer, electricity, and refuse). Landlord shall not be liable for damages for failure to perform as herein provided, or for any stoppage for

needed repairs or for improvements or arising from causes beyond the control of Landlord, provided Landlord uses reasonable diligence to resume such services.

7. TERMINATION, SURRENDER OF PREMISES AT END OF TERM.

(a) **Termination.** This Lease shall terminate upon either the expiration of the original term, or with ninety (90) days written notice given during the original term, from either party to the other as designated in article 16. Notice and Demands of this Lease.

(b) **Surrender.** Tenant agrees that upon termination of this Lease it will surrender and deliver the Premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Tenant.

(c) **Holding Over.** Continued possession by Tenant, with the permission of the Landlord, beyond the expiration of its tenancy, coupled with the receipt of the specified rental by the Landlord (and absent a written agreement by both parties for an extension of this Lease, or for a new lease) shall constitute a month-to-month extension of the Lease.

(d) **Removal of Fixtures.** Tenant may, at the expiration of its tenancy, if Tenant is not in default, remove any fixtures or equipment which Tenant has installed in the Premises, providing Tenant repairs any and all damages caused by removal.

8. **ASSIGNMENT AND SUBLETTING.** Any assignment of this Lease or subletting of the Premises or any part thereof, without the Landlord's written permission shall, at the option of the Landlord, make the rental for the balance of the lease term due and payable at once. Such written permission shall not be unreasonably withheld.

9. INSURANCE.

(a) Landlord and Tenant will each keep their respective property interests in the premises and its liability in regard thereto, and the personal property on the premises reasonably insured against hazards and casualties; that is fire, and those items usually covered by extended coverage; and Tenant will procure and deliver to the Landlord a certification from the respective insurance companies to that effect. Such insurance shall be made payable to the parties hereto as their interests may appear. To the extent permitted by their policies, the Landlord and Tenant waive all rights of recovery against each other.

(b) **Liability Insurance.** Tenant shall obtain commercial general liability insurance in the amounts of \$1,000,000 each occurrence and \$2,000,000 annual aggregate per location, with Iowa Communities Assurance Pool (ICAP). ICAP is a self-insurance pool participant who has a AAA rating with Demotech. . Such policy shall include liability arising from premises operations, independent contractors, personal injury, and liability assumed under an insured contract. This policy shall be endorsed to include the Landlord as an additional insured and shall contain a governmental immunities endorsement.

(c) **Workers' Compensation Insurance Coverage.** Tenant agrees to obtain and maintain standard workers' insurance coverage required by state law and Tenant waives all rights of recovery and subrogation against the Landlord on account of claims made with respect to such insurance.

(d) **Certificates of Insurance.** Prior to the time the lease takes effect, the Tenant will provide the Landlord with a certificate of insurance with these insurance requirements, such certificate shall include 30 days' advance notice of cancellation to the Landlord. A renewal certificate shall be provided prior to expiration of the current policies.

10. LIABILITY FOR DAMAGE. Each party shall be liable to the other for all damage to the property of the other negligently, recklessly or intentionally caused by that party (or their agents, employees or invitees), except to the extent the loss is insured and subrogation is waived under the owner's policy.

11. INDEMNITY. Except as to any negligence or willful misconduct of the Landlord, Tenant will protect, indemnify and save harmless the Landlord from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the leased premises, or due directly or indirectly to the tenancy, use or occupancy thereof, or any part thereof by the Tenant or any person claiming through or under the Tenant.

12. FIRE AND CASUALTY.

(a) **Partial Destruction of Premises.** In the event of a partial destruction or damage of the Premises, which is a business interference which prevents the conducting of a normal business operation and which damage is repairable within 120 days after its occurrences, this Lease shall not terminate but the rent for the Premises shall abate during the time of such business interference. In the event of a partial destruction, Landlord shall repair such damages 120 days after its occurrence unless prevented from doing so by acts of God, government regulations, or other causes beyond Landlord's reasonable control.

(b) **Total Destruction of Business Use.** In the event of a destruction or damage of the Premises including the parking area so that Tenant is not able to conduct its business on the Premises or the then current legal use for which the Premises are being used and which damages cannot be repaired within 120 days, this Lease may be terminated at the option of either the Landlord or Tenant. Such termination in such event shall be effected by written notice of one party to the other, within 30 days after such destruction. Tenant shall surrender possession within 30 days after such notice issues and each party shall be released from all future obligations, and Tenant shall pay rent pro rata only to the date of such destruction. In the event of such termination of this Lease, Landlord at its option, may rebuild or not, at its discretion.

13. SIGNS.

(a) **Tenant.** Tenant will not be allowed to affix any signage to the building (walls, windows, doors, etc.) without the express written consent of the Landlord, which shall not be unreasonably withheld.

14. ENFORCEMENT. The validity, interpretation, performance, and enforcement of this Lease shall be governed by the laws of the State of Iowa. Each of the parties consents to the jurisdiction of the Iowa District Court for Black Hawk County in all matters relating to this Lease.

15. RIGHTS CUMULATIVE. The various rights, powers, options, elections and remedies of either party, provided in this Lease, shall be construed as cumulative and no one of them as exclusive of the others, or exclusive of any rights, remedies or priorities allowed either party by

law, and shall in no way affect or impair the right of either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied, unsatisfied or undischarged.

16. **NOTICES AND DEMANDS.** Notices as provided for in this Lease shall be given to the respective parties hereto at the respective addresses designated on page one of this Lease unless either party notifies the other, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such message shall be considered given under the terms of this Lease when sent, addressed as above designated, postage prepaid, by certified mail deposited in a United States mail box.

17. **CHANGES TO BE IN WRITING.** None of the covenants, provisions, terms or conditions of this Lease shall be modified, waived or abandoned, except by a written instrument duly signed by the parties. This Lease contains the whole agreement of the parties.

18. **OTHER TERMS.**

- (a) Tenant shall be given three parking stalls (not assigned) and access to break room at no additional cost.
- (b) During the term of this Lease, Landlord shall also provide the following at no additional cost: Office furniture (desk, file, chair) and janitorial services.
- (c) Tenant acknowledges that the office located nearest the north entrance door will be occupied occasionally by the Veterans Administration and will not be available for use by the Tenant. Tenant shall not be responsible for any damage to this office.

LANDLORD

City of Cedar Falls, Iowa

James P. Brown, Mayor

Jacqueline Danielsen, MMC, City Clerk

Date

TENANT

Black Hawk County Solid Waste Management Commission

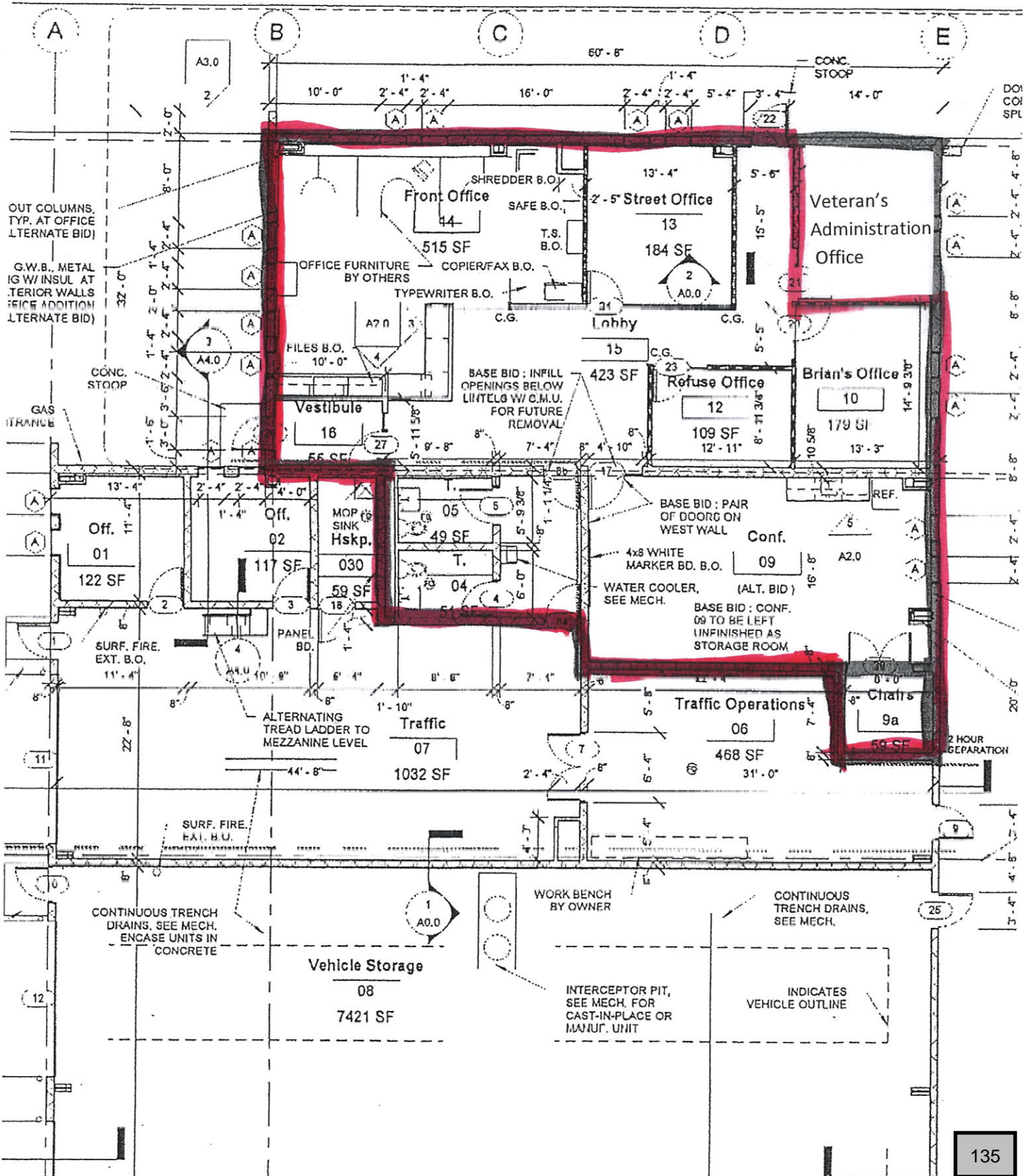
Celia Little

By: ADMINISTRATOR

Title

Date 2-28-2019

Exhibit A





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 25, 2019
SUBJECT: Sewer Cleaning Apparatus Purchase

A bid opening was held on February 14th, 2019 for a Hydro/Jet Vacuum Sewer Cleaning Apparatus. This is a replacement apparatus used to maintain sanitary and storm sewer systems. Specifications were sent to five (5) Suppliers with a total of four (4) providing a response, one Vendor provided two options.

The following is a summation of the bids that were received:

Red Municipal & Industrial Equipment Co.	\$350,000.00
Elliott Equipment Co. (Bid #1)	\$385,505.00
Trans Iowa Equipment, LLC	\$392,784.00
Elliott Equipment Co. (Bid #2)	\$393,226.00
Mid Iowa Solid Waste Equipment Co.	\$410,341.00

After reviewing the bid documents, it was discovered that the only bid that met our specifications was the bid from Trans Iowa Equipment. The apparatus' vacuum boom was specified to include extended reach and ability for the first section of suction tube to remain attached to the boom while in the stowed position. This feature was specified to enhance operator efficiency and reduce potential for injury. Trans Iowa Equipment was the only Vendor to include this feature. Water Reclamation Division Manager Mike Nyman has provided additional information related to this feature in the attached supplemental memo.

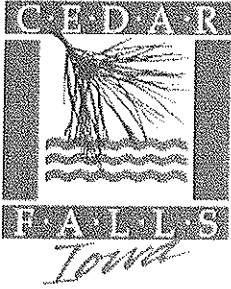
The Capital Improvements Program has this project listed in FY20 at a budgeted amount of \$400,000.00. The projected build time for this apparatus is 275 days, which fits into the budget time line.

It is the recommendation of the Municipal Operations and Programs and Water Reclamation Division to enter into a purchase agreement with Trans Iowa Equipment in the amount of \$392,784.00 for the construction and purchase of the specified Hydro/Jet Vacuum Sewer Cleaning Apparatus.

Please feel free to contact me if you have questions.

CC: Mark Ripplinger, Director of Municipal Operations and Programs
Stephanie Sheets, Director of Community Development

Att.



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
501 E. 4th Street
Cedar Falls, Iowa 50613
Phone: 319-273-8633
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: February 26, 2019
SUBJECT: Sewer Cleaning Apparatus Purchase, Boom Advantages

The specifications for a new sewer cleaning apparatus, the Hydro – Jet truck, call for an extended boom for increased efficiency and safety. The only bid that included this specification was from Trans Iowa Equipment.

This specification is an important option for increased safety and efficiency while cleaning sanitary and storm sewer lines. This boom allows for a quick and safe method for vacuuming debris from manhole and catch basin structures. Staff will not have to remove tubing from the sides of the vehicle, which places them in or near traffic flow, reducing the safety risk associated with this. Attaching tubes comes with an additional exposure to risks that would be eliminated when using the pre-connected set up specified.

This extended boom will reach the vast majority of structures without additional setup reducing staff time to start cleaning operations. This will increase the efficiency of routine operations and speed the process of clearing lines that may be causing residential backups.

If you have further questions please feel free to contact me at any time.



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 26, 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
48	Thomas and Dorinda Pounds	704-706 W. 1 st Street	Fee (revised)

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: 704 -706 W. 1st St. COUNTY TAX PARCEL NO.8914-12-153-003
PARCEL NO. 48
PROJECT NO. STP-57-2(28)-2C-07
PROJECT NAME: West 1st St. / IA 57 PCC Pavement Reconstruction

THIS AGREEMENT entered into this 21 day of FEBRUARY, 2019, by and between Thomas A. Pounds and Dorinda Pounds, 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:

Lot 1 in Block 38 in the Village of Cedar Falls, Black Hawk County, Iowa.

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>215,000.00</u>	on possession and conveyance	<u>60 days after Buyer approval</u>
\$ <u>215,000.00</u>	TOTAL LUMP SUM	

BREAKDOWN: ac. = acres sq. ft. = square feet

Land by Fee Title	_____ sq. ft.	\$ _____
Permanent Utility Easement	_____ sq. ft.	\$ _____
Temporary Easement	_____ sq. ft.	\$ _____
Miscellaneous/Other	_____	\$ _____
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: Midwest Contractors.
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: None


8. Each page and each attachment is by this reference made a part hereof and the entire agreement consists of 5 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.


Thomas A. Pounds _____
Date 2/21/19


Dorinda Pounds _____
Date 2/21/2019

For an acknowledgment in an individual capacity:

State of IOWA

County of BLACK HAWK

This record was acknowledged before me on 02/21, 2019
by THOMAS A. POUNDS and DORINDA POUNDS, husband and wife, as joint tenants
with full rights of survivorship.



Signature of notarial officer



BUYER'S APPROVAL

By: _____
James P. Brown, Mayor (date)

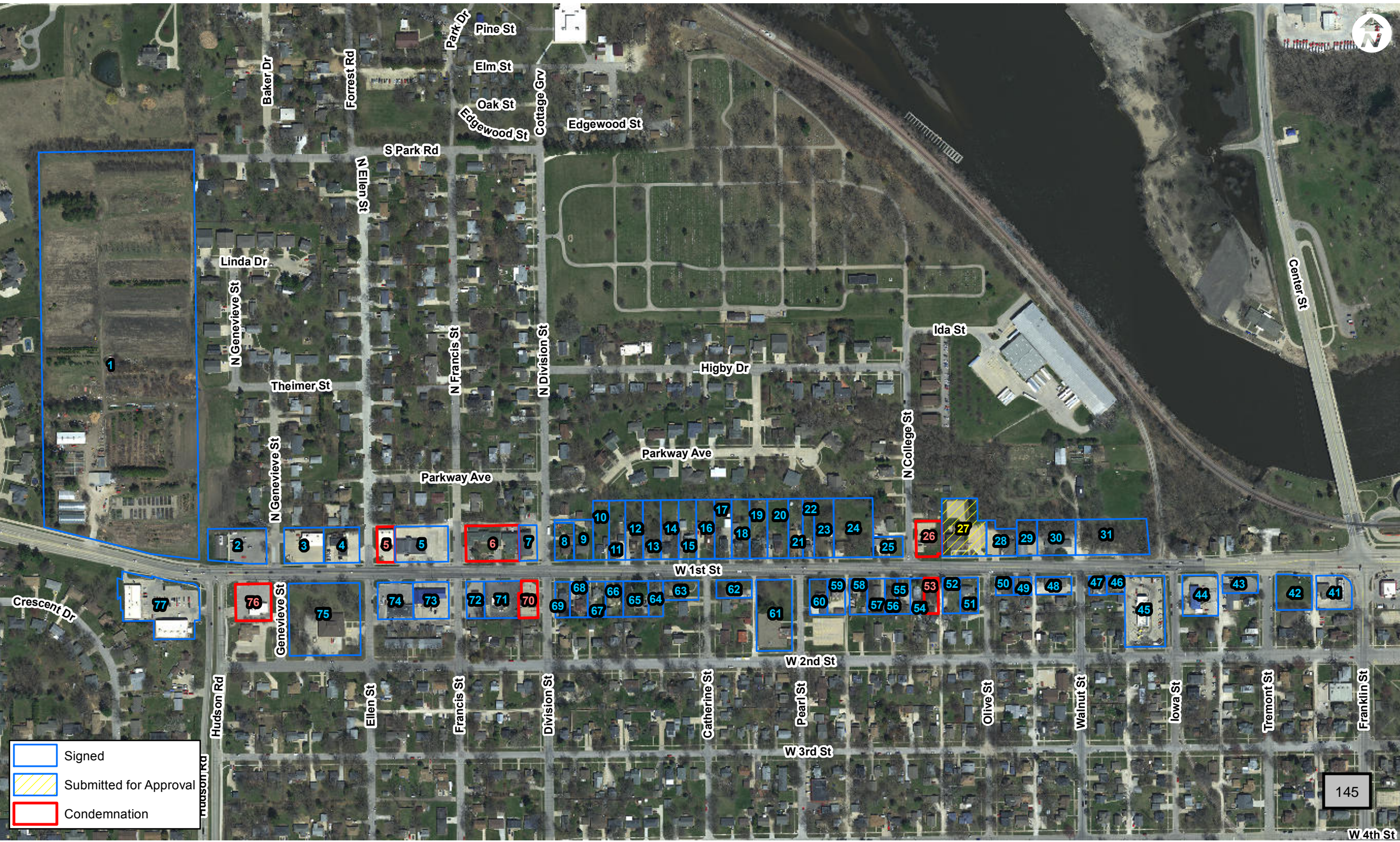
By: _____
Jacqueline Danielsen, MMC (date)
City Clerk

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



-  Signed
-  Submitted for Approval
-  Condemnation

145

W 4th St



Doc ID: 009485980057 Type: GEN
 Recorded: 02/13/2019 at 09:40:40 AM
 Fee Amt: \$311.20 Page 1 of 57
 Revenue Tax: \$19.20
 Black Hawk County Iowa
 SANDIE L. SMITH RECORDER

File **2019-00012348**

* City of Cedar Falls 230 Clay St Cedar Falls IA 50613

IN THE MATTER OF THE
 CONDEMNATION OF CERTAIN
 RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
 PROJECT

BY THE CITY OF CEDAR FALLS, IOWA,
 (PARCEL 44)

APPLICANT

AFFIDAVIT OF FINAL OFFER
(Hearing Date December 20, 2018)

STATE OF IOWA)
) ss:
 COUNTY OF POLK)

I, Brian DePrez, after first being duly sworn on oath depose and say:

That I am the acquisition agent designated by the City of Cedar Falls, Iowa, to negotiate the purchase of property interests necessary for the City's West 1st Street Reconstruction Project; that as such official I am familiar with the negotiations in regard to these proceedings. Attached hereto as Exhibit A and by this reference made a part hereof is a copy of the final offer made for the acquisition of the described interests to Clean Wash Co., holder of fee title, being in the total amount of \$ \$13,420 for the acquisition by the City of Cedar Falls, Iowa, of a fee simple and temporary easement, (the Anecessary property interests") in the following described real estate located in Black Hawk County, Iowa, to-wit:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of

22.911.11

(292)

\$12,200

57

16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

("the necessary property interest").

Nothing was offered to any other party who may have or claim an interest in the above-described real estate except as follows:

NONE.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct. This certification is made pursuant to Iowa Code § 622.1.

Dated this date: Dec 19, 2018


ACQUISITION AGENT, CITY OF CEDAR

FALLS, IOWA

Subscribed and sworn to before me this 19 day of December, 2018.

Connie L. Richard

Notary Public in and for the
State of Iowa

01548687-1\10283-162



IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT

BY THE CITY OF CEDAR FALLS, IOWA
(PARCEL 44)

APPLICANT

**REPORT OF COMPENSATION
COMMISSIONERS**

We, the undersigned, being the duly appointed and qualified Compensation Commission appointed in the above-entitled matter, met on this date: December 20, 2018 and assessed and appraised the damages sustained as a result of the condemnation of the following described necessary property interest real estate for the purposes of the West 1st Street Reconstruction Project, located in Black Hawk County, Iowa, to-wit:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest").

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

("the necessary property interest").

All belonging to Clean Wash Co.

Damages for Clean Wash Co. \$ 12,200⁰⁰

Damages for Black Hawk County, Iowa \$

The Commission also finds Clean Wash Co. (is)/(is not) entitled to attorney fees in the sum of \$ — 0 —.

The Commission also finds Black Hawk County, Iowa (is)(is not) entitled to attorney fees in the sum of \$ — 0 —.

Dated this date: 12-20-18.

[Signature]
Commissioner

[Signature]
Commissioner



Commissioner


Commissioner



Commissioner


Commissioner

*Any dissenting commissioner must sign and file a written report with the Sheriff at the time this report is filed.

Mailed by ordinary mail to:

Clean Wash Co.
c/o Brian Oberreuter
1700 310th St.
P.O. Box 217
Ryan, IA 52330

Citizens State Bank
117 West First Street
P.O. Box 517
Monticello, IA 52310

Illinois Central Gulf Railroad Company
c/o H.T. Hearst
1006 E 4th St.
Waterloo, IA 50703

Illinois Central Gulf Railroad Company
d/b/a Canadian National
c/o Corporation Service Company
505 5th Ave., Suite 729
Des Moines, IA 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, IA 50703

With a copy to:

Maria Brownell
100 Court Ave.
Suite 600
Des Moines, IA 50319
Attorney for Applicant
City of Cedar Falls, Iowa

on this date: Dec 20 2018


Sheriff of Black Hawk County, Iowa

01540018-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**NOTICE OF APPRAISEMENT
OF DAMAGES AND TIME FOR
APPEAL**

TO: Clean Wash Co.
c/o Brian Oberreuter
1700 310th St.
P.O. Box 217
Ryan, IA 52330

Citizens State Bank
117 West First Street
P.O. Box 517
Monticello, IA 52310

Illinois Central Gulf Railroad Company
c/o H.T. Hearst
1006 E 4th St.
Waterloo, IA 50703

Illinois Central Gulf Railroad
Company
d/b/a Canadian National
c/o Corporation Service
Company
505 5th Ave., Suite 729
Des Moines, IA 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, Iowa 50703

YOU AND EACH OF YOU ARE HEREBY NOTIFIED that the duly appointed and qualified Compensation Commissioners appointed in the above-entitled matter, met on December 20, 2018, and assessed and appraised the damages sustained by each of you as a result of the condemnation of a fee simple and temporary easement in real property for the West 1st Street Reconstruction Project, said real property located in Black Hawk County, Iowa, described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest").

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

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Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

("the necessary property interest").

All belonging to Clean Wash Co.

Said Commission assessed said damages as follows:

Damages for Clean Wash Co.

\$ 12,200⁰⁰

Damages for Black Hawk County, Iowa

\$ Ø

The Commission also finds Clean Wash Co. (is) (is not) entitled to attorney fees in the sum of \$ _____.

The Commission also finds Black Hawk County, Iowa (is) (is not) entitled to attorney fees in the sum of \$ _____.

YOU AND EACH OF YOU ARE HEREBY FURTHER NOTIFIED that you may appeal within thirty (30) days from the date of the mailing of this Notice to the District Court in and for the State of Iowa, as provided by law.

Dated this date: Dec 20 2018.

I certify that the forgoing was sent by ordinary mail to the property owner(s) listed below on this date: Dec 20, 2018.

Clean Wash Co.
c/o Brian Oberreuter
1700 310th St.
P.O. Box 217
Ryan, IA 52330

Citizens State Bank
117 West First Street
P.O. Box 517
Monticello, IA 52310

Illinois Central Gulf Railroad Company
c/o H.T. Hearst
1006 E 4th St.
Waterloo, IA 50703

Illinois Central Gulf Railroad Company
d/b/a Canadian National
c/o Corporation Service Company
505 5th Ave., Suite 729
Des Moines, IA 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, Iowa 50703

With a copy to:

Maria Brownell
100 Court Ave.
Suite 600
Des Moines, IA 50319
Attorney for Applicant
City of Cedar Falls, Iowa



Sheriff of Black Hawk County, Iowa

01540050-1\10283-162

start 11:05

ended 12:10

Karl Ketter 12-20-18

Craig Holdiman 12-20-18

Larry Moser 12-20-18

Kathy Norris 12-20-18

Gale Shinkle 12-20-18

Discussed the income was not
going to be harmed

Discussed the traffic with the 5
lanes will help his business

The commission members felt the
location is not being harmed and
feel \$12,200 is a fair amount
of compensation

Gale Shinkle	Yes
Kathy Norris	Yes
Larry Moser	Yes
Karl Ketter	Yes
Craig Holdiman	Yes
Ryan Rissetter	Yes



Doc ID: 009435820016 Type: GEN
Recorded: 11/26/2018 at 11:26:02 AM
Fee Amt: \$87.00 Page 1 of 16
Revenue Tax: \$0.00
Black Hawk County Iowa
SANDIE L. SMITH RECORDER

File **2019-00008159**

**CERTIFICATE RE APPLICATION FOR APPOINTMENT
OF COMMISSIONERS AND ORDER OF CHIEF JUDGE**

Recorder's Cover Sheet

Preparer Information:

Maria E. Brownell
Ahlers & Cooney, P.C.
100 Court Avenue, Suite 600
Des Moines, IA 50309
(515) 243-7611

Taxpayer Information:

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613

Env *

Return Document To:

Maria E. Brownell
Ahlers & Cooney, P.C.
100 Court Avenue, Suite 600
Des Moines, IA 50309

Grantor: NA

Grantee: NA

Legal Description: See Page 2

Document or instrument number of previously recorded documents:

01540169-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT

BY THE CITY OF CEDAR FALLS, IOWA,
(PARCEL 44)

APPLICANT

**CERTIFICATE RE APPLICATION
FOR APPOINTMENT OF
COMMISSIONERS AND ORDER
OF CHIEF JUDGE**

I, Maria E. Brownell, do depose and state that I am an attorney admitted to practice in the State of Iowa and that I represent the City of Cedar Falls, Iowa in this matter and I certify that the attached Application to the Chief Judge of the Fifth Judicial District of the State of Iowa For Appointment of Commissioners to Appraise Damages was approved by said Judge by the attached Order Approving Selecting and Appointing Commissioners and Alternate Commissions on this date: November 14, 2018

Date: November 19, 2018


MARIA E. BROWNELL

01540238-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**APPLICATION FOR
CONDEMNATION**

**TO: Kellyann M. Lekar, Chief Judge
First Judicial District**

YOU ARE HEREBY NOTIFIED that the City of Cedar Falls, hereafter "Applicant," an Iowa municipality, desires to take, acquire and condemn a permanent easement (hereinafter, "the interest") in the property hereafter described, and together with any and all leasehold interests, easement interests and other legal or equitable interests therein, and together with all structures and appurtenances located upon the property sought to be condemned. The Applicant desires the rights specified in the property sought to be condemned for use for the West 1st Street Reconstruction Project (hereinafter, "the project").

1. PROPERTY AFFECTED; PROPERTY TO BE ACQUIRED; PUBLIC USE OR PURPOSE FOR THE TAKING.

The property in which the necessary property interest is sought to be acquired for the project is shown on the Acquisition Plat attached hereto as Exhibit A and by this reference made a part hereof. The necessary property interest will be used by the Applicant for the public purpose of reconstructing public right-of-way known as West 1st Street (hereinafter, the "public purpose").

The property address is 524 W. 1st St., Cedar Falls and the necessary interest to be acquired is

described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

("the necessary property interest").

2. NAMES OF RECORD OWNERS AND HOLDERS OF LIENS AND ENCUMBRANCERS OF THE PROPERTY.

The names and addresses of all record owners and holders of liens and encumbrancers with respect to the necessary property interest, as far as known, are as follows:

NAMES AND ADDRESSES OF PROPERTY OWNERS

Clean Wash Co.
c/o Brian Oberreuter
1700 310th St.
P.O. Box 217
Ryan, IA 52330

NAMES AND ADDRESSES OF LIENHOLDERS, ENCUMBRANCERS AND LEASEHOLDERS

Citizens State Bank
117 West First Street
P.O. Box 517
Monticello, IA 52310

Illinois Central Gulf Railroad Company
c/o H.T. Hearst
1006 E 4th St.
Waterloo, IA 50703

Illinois Central Gulf Railroad Company
d/b/a Canadian National
c/o Corporation Service Company
505 5th Ave., Suite 729
Des Moines, IA 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, IA 50703

3. PROPERTY NECESSARY TO ACHIEVE THE PUBLIC PURPOSE AND PROPERTY PROPOSED TO BE ACQUIRED FOR THE PROJECT.

The attached Acquisition Plat (Exhibit A) identifies the necessary property interest required by the Applicant for the public purpose associated with the project. The Applicant further asserts that the necessary property interest constitutes the necessary minimum amount of property to achieve the public purpose, and that no portion of the property is being acquired as an uneconomic remnant.

4. GOOD FAITH EFFORTS MADE BY THE APPLICANT TO NEGOTIATE THE PURCHASE OF THE NECESSARY PROPERTY INTEREST.

The Applicant represents and warrants that, through its acquisition agent, it has undertaken to negotiate the purchase of the interest from the property owner in good faith. Attached hereto as Exhibit B and by this reference made a part hereof is a narrative of the City's efforts to negotiate purchase in good faith with Clean Wash Co.

On February 5, 2018, the Applicant's City Council adopted a resolution authorizing acquisition.

NOW, THEREFORE, YOU ARE HEREBY REQUESTED to appoint a Compensation Commission to appraise the damages caused by this appropriation; said Commission to consist of six commissioners and six alternate commissioners who shall be residents of Black Hawk County, Iowa. The land sought to be taken is not agricultural land.

YOU ARE FURTHER REQUESTED to give written notice to the undersigned representative of the Applicant as soon as the commissioners have been appointed.

Dated this 13th day of November, 2018.

CITY OF CEDAR FALLS, IOWA



Maria E. Brownell (AT0010240)
AHLERS & COONEY, P.C.
100 Court Avenue, Suite 600
Des Moines, Iowa 50309
515/243/7611
515/243/2149 (fax)
Email: mbrownell@ahlerslaw.com
**ATTORNEYS FOR CITY OF FAIRFIELD,
IOWA**

APPROVED this 14th day of November,
20 18



Kalyan M. Lekar, Chief Judge of the
First Judicial District

01534698-1\10283-162

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2129)-2C-07 PARCEL NO. 44
SECTION 12 TOWNSHIP B9 NORTH RANGE 14 WEST
ROW-FEE 669 SF 0.02 AC. EASE AC EXCESS-FEE _____
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM CLEAN WASH CO.

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 Crady DATE: 11-9-2018
TERRY CRADY
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 NOVEMBER 09, 2018
DATE DRAWN JANUARY 29, 2018 SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 44

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 8 OF, BLOCK 28, VILLAGE OF CEDAR FALLS PLAT, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1 OF, BLOCK 28, VILLAGE OF CEDAR FALLS; THENCE SOUTH 89°20'42" WEST ALONG THE NORTH LINE OF SAID BLOCK 28, A DISTANCE OF 16.50 FEET TO THE NORTHEAST CORNER OF SAID LOT 8 AND TO THE POINT OF BEGINNING; THENCE SOUTH 00°22'23" EAST ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 3.63 FEET; THENCE SOUTH 89°22'23" WEST, 102.86 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE SOUTHEASTERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 46.99 FEET AND WHOSE CHORD BEARS SOUTH 44°28'33" WEST, 42.33 FEET TO THE WEST LINE OF SAID LOT 8; THENCE NORTH 00°23'36" WEST ALONG SAID WEST LINE, 33.45 FEET TO THE NORTHWEST CORNER OF SAID LOT 8; THENCE NORTH 89°20'42" EAST ALONG THE NORTH LINE OF SAID LOT 8, A DISTANCE OF 132.73 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.02 AC. (669 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

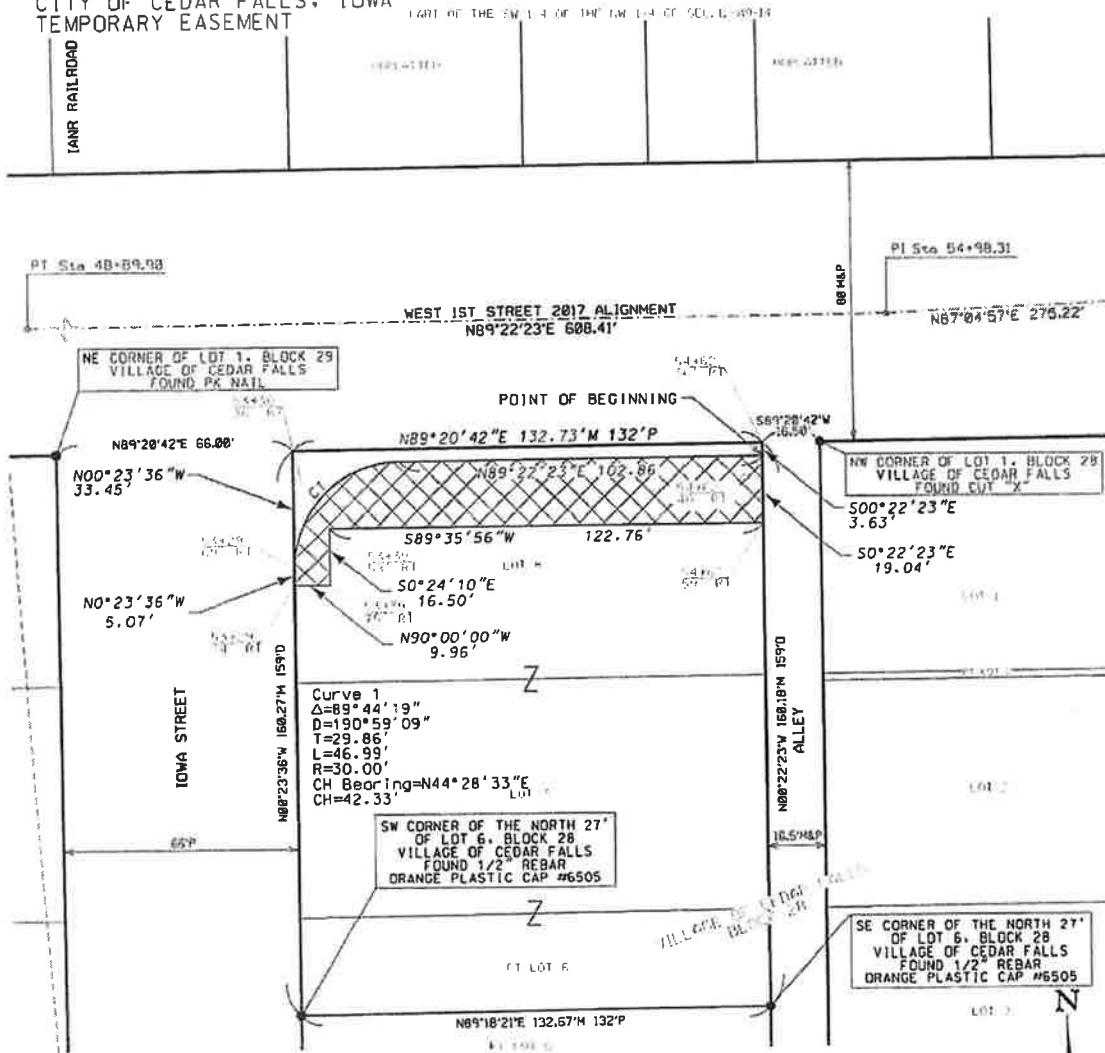
NOTE:

THE NORTH LINE OF LOT 8 OF, BLOCK 28, VILLAGE OF CEDAR FALLS ASSUMED TO BEAR NORTH 89°20'42" EAST.

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT 'A'

COUNTY BLACK HAWK STATE CONTROL NO. _____
 PROJECT NO. STP-57-2(28)--2C-07 PARCEL NO. 44
 SECTION 12 TOWNSHIP 89 NORTH RANGE 14 WEST
 ROW-FEE _____ AC, EASE 2.464 SF 0.06 AC EXCESS-FEE _____ AC
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE _____
 ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE _____
 ACQUIRED FROM CLEAN WASH CO.

CITY OF CEDAR FALLS, IOWA
TEMPORARY EASEMENT



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 Coody 11-9-2018
 TERRY COODY 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)

DATE REVISED _____
 DATE DRAWN NOVEMBER 09, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 44

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

THE TEMPORARY EASEMENT DESCRIBED AS FOLLOWS:

A PART OF LOT 8 OF, BLOCK 28, VILLAGE OF CEDAR FALLS PLAT, AN OFFICIAL PLAT NOW INCLUDED IN AND FORMING A PART OF THE CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1 OF, BLOCK 28, VILLAGE OF CEDAR FALLS; THENCE SOUTH 89°20'42" WEST ALONG THE NORTH LINE OF SAID BLOCK 28, A DISTANCE OF 16.50 FEET TO THE NORTHEAST CORNER OF SAID LOT 8; THENCE SOUTH 00°22'23" EAST ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 3.63 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 00°22'23" EAST ALONG SAID EAST LINE, 19.04 FEET; THENCE SOUTH 89°35'56" WEST, 122.76 FEET; THENCE SOUTH 00°24'10" EAST, 16.50 FEET; THENCE NORTH 90°00'00" WEST, 9.96 FEET TO THE WEST LINE OF SAID LOT 8; THENCE NORTH 00°23'36" WEST ALONG SAID WEST LINE, 5.07 FEET; THENCE NORTHERLY ALONG A CURVE CONCAVE EASTERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 46.99 FEET AND WHOSE CHORD BEARS NORTH 44°28'33" EAST, 42.33 FEET; THENCE NORTH 89°22'23" EAST, 102.86 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.06 AC. (2,464 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE NORTH LINE OF LOT 8 OF, BLOCK 28, VILLAGE OF CEDAR FALLS ASSUMED TO BEAR NORTH 89°20'42" EAST.

**CONVERSATION RECORD****SNYDER & ASSOCIATES, INC.****2727 SW Snyder Blvd. / Ankeny, IA 50023 / 515-964-2020, FAX 515-964-7938****CITY OF CEDAR FALLS, IOWA****City of Cedar Falls – West 1st Street / Iowa 57 Reconstruction Project
117.0908.01**

Parcel # 44

Owner: Clean Wash Co. (Brian Oberreuter)

Address: 524 W. 1st Street, Cedar Falls, IA

Phone # 319-350-6397 (mobile) 563-932-2217 (office)

6/18/18 – Mailed Acq. Packet

6/21/18 – Called and left message for Brian to call.

6/28/18 – Brian called and left message to call him at 319-350-6397.

7/17/18 – Met Brian Oberreuter on site. Went over design and impact on property. Told him the sign might have to be moved, but it looked possibly safe. He talked about widening the alley to accommodate cars turning in from the west as well as cars leaving. Often cars leaving blocked the entire alley and cars could not turn in. Also stated that he was going to move the digital sign up one and remove the middle sign so trucks would hit it. I said I would discuss the design request with our project engineers

7/18/17 – spoke with Jerrod (engineer) about widening that opening approximately 3-4' to allow a larger alley.

7/25/18 – received modified design change from Jerrod and will discuss with the owner.

7/26/18 – Txt Brian Oberreuter to call and discuss the design change.

8/3/18 – Txt Brian again to have him call and to let him know I would be in town on 8/7

8/3/18 – Received a txt from Brian saying he would meet me on the 7th. Responded that I would be and the times that I had appts set.

8/7/18 – Brian Txt me and we set up an apt to meet at 11 at the site.

8/7/18 – Met Brian at the site. Went over changes and he was ok with it. He stated that the value was too low. The site next door just sold for around \$20+/sf and the building was being tom down. Said other sites just east of there were in the upper \$20's/sf as well. I told him to get me some numbers as well as justification and I would pass it on.

8/30/18 – Txt Brain requesting a call to discuss his property and the offer.

9/11/18 – Txt Brian again requesting a call.

9/11/18 – Received a txt from Brian stating they would accept \$15/sf otherwise they wanted to go to eminent domain.

10/2/18 – requested a response from the City of counter of \$15/sf. City stated they never received it but wanted a breakdown of the counter. Sent an email showing what was offered the counter and the difference. Sent to Terra Ran and David Sturch of the City.



10/2/18 – Received an email back from Terra stating they would increase the offer 10% to \$13,420. I stated that I would forward that on.

10/3/18 – Sent Brian a txt stating the City's counter offer - \$13,420.


10/9/18 – sent another txt to Brian, requesting a response.

10/9/18 – Brian Txt back stating they were not interested and had already started the perpetration for eminent domain process.

10/9/18 – Sent an email to Terra stating Clean Wash had rejected their counter offer. I would forward the file on.

10/12/18 Prepared a Information for Condemnation Proceedings form and dropped off at the city to present to the council.

10/30/18 – Completing file and overnighting to City Attorney for processing. COMPLETE



ROW Agent – Brian DePrez

10-31-18
Date

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET
RECONSTRUCTION PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**ORDER SELECTING AND
APPOINTING COMPENSATION
COMMISSIONERS AND
ALTERNATE COMMISSIONERS
BY THE CHIEF JUDGE OF THE
FIRST JUDICIAL DISTRICT OF
IOWA**

An Application for Condemnation having been filed with me by the City of Cedar Falls, for the selection and appointment, by lot, of six suitable persons as by law provided to act as a Compensation Commission to assess and appraise the damages sustained by reason of the condemnation of certain specified rights in certain land described by Applicant in its Application filed in the above-entitled matter, I hereby DESIGNATE, SELECT and APPOINT as the members of said Compensation Commission required in this matter the following persons:

NAME	ADDRESS	QUALIFICATIONS
1. Gale Shinkle	3321 Cedar Heights Dr, Cedar Falls IA 50613	LICENSED REAL ESTATE BROKER/SALESPERSON
2. Larry Moser	814 Sheridan Rd, Waterloo IA 50701	
1. Craig Holdiman	526 Midlothian, Waterloo IA 50701	KNOWLEDGEABLE OF PROPERTY VALUES BY VIRTUE OF OCCUPATION
2. Ryan Risetter, Farmers Bank	131 Tower Pk Dr #100, Waterloo IA 50702	
1. Karl Ketter	1557 Oakwood Dr, Waterloo IA 50703	NON-AGRICULTURAL PROPERTY
2. Tom Westemeier	375 Sheridan Rd, Waterloo IA 50701	

I further DESIGNATE, SELECT and APPOINT the above-named Gail Shinkle to act as Chairperson of said Commission and Larry Moser is appointed to act as Alternate Chairperson.

Pursuant to Section 6B.5 of the Code of Iowa, one of the above-named Compensation Commissioners shall be subject to challenge without cause by the Applicant and one of the above-named Compensation Commissioners shall be subject to challenge without cause by the party or parties representing the ownership interest of the property being condemned.

I further DESIGNATE, SELECT and APPOINT the following persons to serve as alternate members of said Compensation Commission, to serve in the event that any of the said members having the same qualifications are unable to serve for any reason or in the event any such members are stricken from the panel as by law provided.

NAME	ADDRESS	QUALIFICATIONS
1. Carole Deeds	221 Main St Cedar Falls IA 50613	LICENSED REAL ESTATE BROKER/SALESPERSON
2. Sandy Stuber	3731 Pheasant Ln, Waterloo IA 50701	
3. Lori McNamee	3731 Pheasant Ln, Waterloo IA 50701	
4. Elke Gerdes	3321 Cedar Heights Dr, Cedar Falls IA 50613	
1. Daryl Smith	306 N. Highland Dr, Cedar Falls IA 50613	KNOWLEDGEABLE OF PROPERTY VALUES BY VIRTUE OF OCCUPATION
2. Chris Fishels,	Sulentic Fishels Group 3510 Kimball, Waterloo IA 50702	
3. Jay R. Hall	1801 Orchard Dr, Cedar Falls IA 50613	
4. Chad VanDyke	301 Commercial, LaPorte City, IA 50651	
1. Kathy Norris	507 Gates St, LaPorte City IA 50651	NON-AGRICULTURAL PROPERTY
2. David Allbaugh	1075 Prospect Blvd, Waterloo IA 50701	

3.Ned Deberg 213 Belle St, Waterloo IA 50702

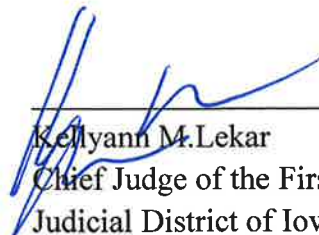
4.Vince McFadden 4657 S. Raymond Rd, Waterloo IA 50701

I HEREBY ORDER that upon being informed of a vacancy in the compensation commission, the Sheriff of Black Hawk County, Iowa, shall notify Alternate Commissioners in the order above provided having the same qualifications as the person or persons unable to serve or stricken from the panel, such notification to be given to Alternate Commissioners in the same manner as the original Compensation Commissioners were notified. The Alternate Commissioner first notified who is available to serve as a Compensation Commissioners shall then serve in the place of the commissioner who was unable to serve or who was stricken from the panel. I further direct that the above-named Alternate Commissioners shall not be subject to challenge without cause.

I FURTHER HEREBY ORDER that the Commissioners and such Alternate Commissioners as are hereafter selected by the Sheriff due to the absence or removal of a Commissioner, shall appear at the time and place designated for the meeting of the Compensation Commission in the Notice of Meeting of Compensation Commission to Assess Damages for the Taking of Property, and that prior to said meeting, the above named Commissioners and Alternate Commissioners shall not communicate with the Applicant or the owner or tenant of the property being condemned regarding the condemnation proceedings.

TO THE SHERIFF OF BLACK HAWK COUNTY, IOWA: Attached hereto please find a duplicate of the Application for Condemnation in the above matter.

Dated at Waterloo, Iowa this 14th day of November, 2018.



Kellyann M.Lekar
Chief Judge of the First
Judicial District of Iowa

YOU ARE FURTHER NOTIFIED that you will be required to proceed with the appraisal on this date: December 20, 2018, at this time: 9:30 A.M., at the Office of the Sheriff of Black Hawk County, Iowa, 225 E. 6th St., Waterloo, Iowa 50703, and then at this time you will proceed to the site, at which time you shall view the premises and then proceed to appraise the said damages, after which you shall report the results of your appraisal to me.

Dated this date: 11-28-18.



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE APPROPRIATE LINE TO THE RIGHT AND RETURN IT PROMPTLY TO THE SHERIFF OF BLACK HAWK COUNTY.



I CAN SERVE

Gale Shinkle


I CAN NOT SERVE

01540010-1\10283-162

Parcel 44

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Tony Thompson
Sheriff of Black Hawk County, Iowa

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Larry Moser
I CAN SERVE

Larry Moser

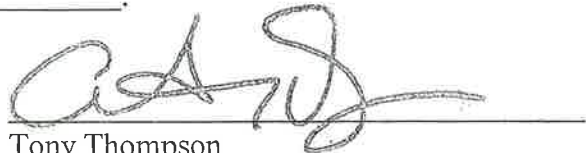
I CAN NOT SERVE

01540010-1\10283-162

Parcel 44

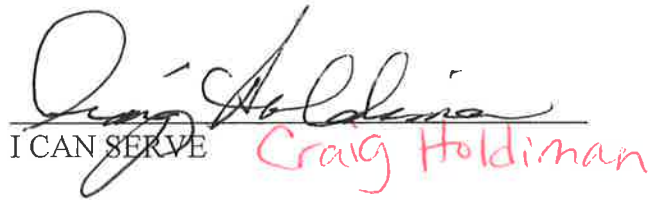
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Tony Thompson
Sheriff of Black Hawk County, Iowa

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I CAN SERVE *Craig Holdiman*

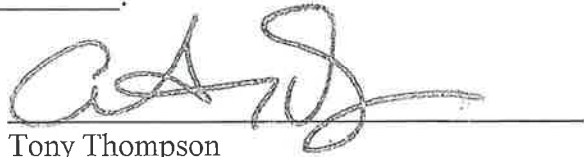
I CAN NOT SERVE

Parcel 44

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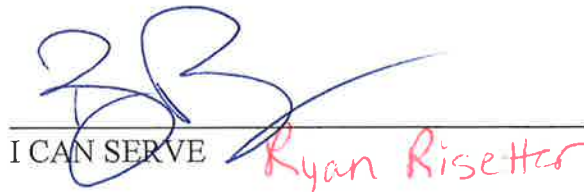
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Dated this date: 11-28-18.



Tony Thompson
Sheriff of Black Hawk County, Iowa

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I CAN SERVE

I CAN NOT SERVE

01540010-1\10283-162

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Dated this date: 11-28-18.



Tony Thompson
Sheriff of Black Hawk County, Iowa

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I CAN SERVE

Karl Ketter

I CAN NOT SERVE

01540010-1\10283-162

Parcel 44

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Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

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I CAN SERVE Kathy Morris

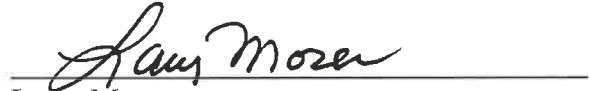
I CAN NOT SERVE

01540010-1\10283-162

Parcel 44



Gale Skinkle
Licensed real estate person



Larry Moser
Licensed real estate person



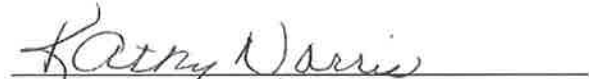
Craig Holdiman
Otherwise Knowledgeable



Ryan Risetter
Otherwise Knowledgeable

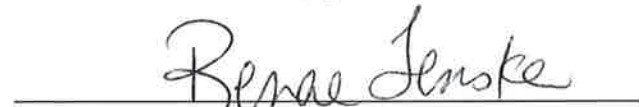


Karl Ketter
Non-Agricultural Property



~~Tom Westemeier~~ Kathy Norris
Non-Agricultural Property

Subscribed and sworn to before me this date: Dec 20 2018


Notary Public in the State of Iowa

Filed in my office this date: Dec 20 2018


Sheriff of Black Hawk County, Iowa

Sheriff's Certification as to Awards and Costs

In the Matter of the Condemnation of Certain Rights in Land by
CITY OF CEDAR FALLS IOWA
for a Project Located in CEDAR FALLS
County, Iowa, known as PARCEL 44

) verified Sheriff's fees were
) paid by the City of Cedar Falls
) on 1-14-19 in the amount of
) \$1,585.49 check #129858
)
)

CITY OF CEDAR FALLS, Condemnee

I hereby certify that the commissioners in the above-entitled cause convened in public session at WATERLOO , Iowa, on the 20th day of DECEMBER , 2018, and thereupon proceeded to view the property and said commissioners did thereafter on the _____ day of DECEMBER , 2018, file their report in my office awarding damages as follows:

Name	Amount
CLEAN WASH CO	\$ 12,200.00
Total Damages Awarded	\$ 12,200.00

I further certify that costs incident to this proceeding have been taxed as follows:

Serving notices as listed below:

Date	Name of Person(s) Served	Fee	Mileage	Rate	Amount	Total


Sheriff, summoning and attending commissioners \$ 200.00
Sheriff, mileage while attending commissioners 17 miles @ .56 \$ 9.44
Sheriff, ~~recording fee, to be paid to county recorder~~ Posting & Copies \$ 11.28
Sheriff, ~~posting & copies~~ Posting & Copies \$ 10.50
Sheriff, publication notice of hearing \$ 21.62
City publication notice \$ 90.42
C. J. ...
TOTAL \$ 343.26
Sheriff of Black Hawk County, Iowa

Commissioner's Costs

<u>GALE SHINKLE</u>	of <u>CEDAR FALLS</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>14</u> miles at <u>.56</u> cents			\$ <u>7.78</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>207.78</u>
<u>LARRY MOSER</u>	of <u>WATERLOO</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>10</u> miles at <u>.56</u> cents			\$ <u>5.56</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>205.56</u>
<u>CRAIG HOLDIMAN</u>	of <u>WATERLOO</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>5</u> miles at <u>.56</u> cents			\$ <u>2.78</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>202.78</u>
<u>RYAN RISETTER</u>	of <u>WATERLOO</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>8</u> miles at <u>.56</u> cents			\$ <u>4.44</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>204.44</u>
<u>KARL KETTER</u>	of <u>WATERLOO</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>9</u> miles at <u>.56</u> cents			\$ <u>5.00</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>205.00</u>
<u>KATHY NORRIS</u>	of <u>LAPORTE CITY</u>		, Iowa
<u>1</u> day service			\$ <u>200.00</u>
<u>30</u> miles at <u>.56</u> cents			\$ <u>16.67</u>
<u> </u> meals			\$ <u> </u>
		Total	\$ <u>216.67</u>
GRAND TOTAL			\$ <u>1,242.23</u>

I certify that the foregoing amounts are legally payable to each claimant and that the claim is correct and just and that payment has not been received.

Dated this 20th day of December, 2018.



 Sheriff of Black Hawk County, Iowa

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA


APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 14	\$.56¢	\$ 7.78
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 207.78


Commissioner

01540092-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 10	\$.56¢	\$ 5.56
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 205.56



Commissioner

01540092-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

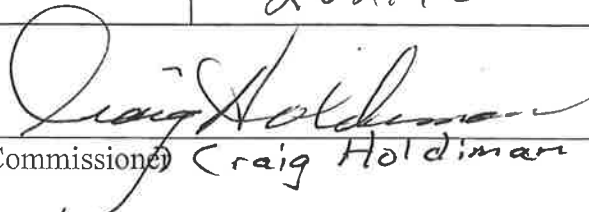
APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 5	\$.56¢	\$ 2.78
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 202.78


Commissioner Craig Holdiman

01540092-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 8	\$.56¢	\$ 4.44
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 204.44

Commissioner

Ryan Rissetter

01540092-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

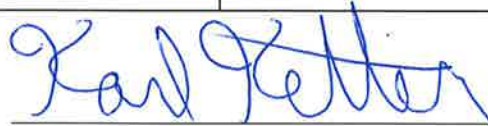
APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 9	\$.56¢	\$ 5 ⁰⁰
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 205. ⁰⁰



Commissioner

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 44)

BY THE CITY OF CEDAR FALLS, IOWA

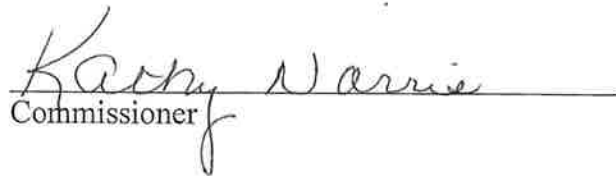
APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
December 20, 2018 as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 30	\$.56¢	\$ 30 16.67
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 216.67


Commissioner

01540092-1110283-162

AFFIDAVIT OF SERVICE

Case:	Court:	County:	Job: 2829217
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Clean Wash Co. c/o Brian Oberreuter, Registered Agent			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Clean Wash Co. c/o Brian Oberreuter, Registered Agent, 1700 310th St, Ryan, IA 52330

Manner of Service: Registered Agent, Nov 20, 2018, 12:52 pm CST

Documents: Amended Notice of Meeting of Compensation Commissioners for Appraising Damages (Received Nov 19, 2018 at 11:30am CST)

Additional Comments:

1) Served: Nov 20, 2018, 12:52 pm CST at 1700 310th St, Ryan, IA 52330 received by Clean Wash Co. c/o Brian Oberreuter, Registered Agent. Age: 45; Ethnicity: Caucasian; Gender: Male; Weight: 180; Height: 5'10"; Hair: Brown; Eyes: Brown; Other: 068 ZEA present in driveway. ;

Subscribed and sworn to before me by the affiant who is personally known to me.

 /s/Edward Jones 11/21/2018
Edward Jones Date

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125

 Brandee Kintee
Notary Public
 November 21, 2018 12-15-20
Date Commission Expires



AFFIDAVIT OF SERVICE

Case:	Court:	County:	Job: 2829225
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Citizens State Bank			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Nels Petersen, Vice President for Citizens State Bank, 117 West First St, Monticello, IA 52310

Manner of Service: Registered Agent, Nov 20, 2018, 11:51 am CST

Documents: Amended Notice of Meeting of Compensation Commissioners for Appraising Damages (Received Nov 19, 2018 at 11:30am CST)

Additional Comments:

1) Served: Nov 20, 2018, 11:51 am CST at 117 West First St, Monticello, IA 52310 received by Nels Petersen, Vice President for Citizens State Bank. Age: 42; Ethnicity: Caucasian; Gender: Male; Weight: 220; Height: 6'2"; Hair: Bald; Eyes: Green; Registered Agent Nels Petersen, Vice President

Subscribed and sworn to before me by the affiant who is personally known to me.

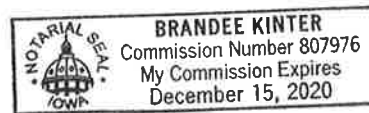
/s/Edward Jones 11/20/2018
Edward Jones Date

Brandee Kinter

Notary Public

November 20, 2018 12-15-20
Date Commission Expires

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125



AFFIDAVIT OF SERVICE

Case:	Court:	County: Cedar Falls, Iowa	Job: 2817270
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Citizens State Bank			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Nels Peterson, Vice President for Citizens State Bank, 117 W 1st St, Monticello, IA 52310

Manner of Service: Registered Agent, Nov 15, 2018, 11:45 am CST

Documents: Notice of Meeting of Compensation Commissioners for Appraising Damages; Application for Condemnation; Exhibits A & B; Order Selecting and Appointment Compensation Commissioners and Alternate Commissioners by the Chief Justice of the First Judicial District of Iowa (Received Nov 14, 2018 at 12:30pm CST)

Additional Comments:

1) Served: Nov 15, 2018, 11:45 am CST at 117 W 1st St, Monticello, IA 52310 received by Nels Peterson, Vice President for Citizens State Bank . Age: 42; Ethnicity: Caucasian; Gender: Male; Weight: 220; Height: 6'2"; Hair: Bald; Eyes: Green; Registered Agent Nels Petersen, Vice President

Subscribed and sworn to before me by the affiant who is personally known to me.

/s/Edward Jones 11/16/2018
Edward Jones Date

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125

Brandee Kinter
Notary Public
November 16, 2018 12-15-20
Date Commission Expires



AFFIDAVIT OF NON-SERVICE

Case:	Court:	County: Cedar Falls, Iowa	Job: 2817277
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Illinois Central Gulf Railroad Company c/o H.T. Hearst			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Illinois Central Gulf Railroad Company c/o H.T. Hearst, 1006 E 4th St, Waterloo, IA 50703

Manner of Service: Non-Service

Documents: Notice of Meeting of Compensation Commissioners for Appraising Damages; Application for Condemnation; Exhibits A & B; Order Selecting and Appointment Compensation Commissioners and Alternate Commissioners by the Chief Justice of the First Judicial District of Iowa (Received Nov 14, 2018 at 12:30pm CST)

Additional Comments:

1) Unsuccessful Attempt: Nov 15, 2018, 3:05 pm CST at 1006 E 4th St, Waterloo, IA 50703

Spoke with the Yardmaster (like a general manager) and this address and buildings are part of the Canadian National Railroad.

According to him, Mr. Hearst has been retired for 16 years.

2) Unsuccessful Attempt: Nov 15, 2018, 3:10 pm CST at 1006 E 4th St, Waterloo, IA 50703

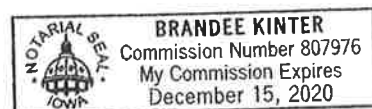
Based on a conversation with the Yard Master for CN Railroad at this location, Illinois Central Gulf Railroad Company is no longer a business entity, and H. T. Hearst retired about 16 years ago.

Subscribed and sworn to before me by the affiant who is personally known to me.

/s/Edward Jones 11/16/2018
Edward Jones Date

Brandee Kinter
Notary Public
November 16, 2018 12-15-20
Date Commission Expires

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125



AFFIDAVIT OF SERVICE

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 44) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant

Plaintiff/Petitioner,
vs.

Defendant/Respondent.

Received by **Absolute Serving** on **11/14/2018** to be served upon:

ILLINOIS CENTRAL GULF RAILROAD COMPANY d/b/a CANADIAN NATIONAL

ss.

I, **WENDEE GRIFFIN - REYES**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/19/2018** at **02:20 PM**, I served the within **AMENDED NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES** on **ILLINOIS CENTRAL GULF RAILROAD COMPANY d/b/a CANADIAN NATIONAL** at **505 5TH AVE, STE 729 , Des Moines, IA 50309** in the manner indicated below:

CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: **VICKI REED @ CORPORATION SERVICE COMPANY** TITLE/RELATION: **REGISTERED AGENT**

Fee For Service: **\$46.00**

Sworn to and subscribed before me on this
20th day of November, 2018

by an affiant who is personally known to
me or produced identification.

NOTARY PUBLIC

X 
WENDEE GRIFFIN - REYES

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25969**



JULIA MCMAHON
Commission Number 741404
My Commission Expires
10-23-2021

AFFIDAVIT OF SERVICE

**IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 44) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant**

Plaintiff/Petitioner,

vs.

Defendant/Respondent.

Received by **Absolute Serving** on **11/14/2018** to be served upon:

ILLINOIS CENTRAL GULF RAILROAD COMPANY d/b/a CANADIAN NATIONAL

STATE OF IOWA
COUNTY OF POLK ss.

I, **Julia McMahon**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/14/2018** at **03:05 PM**, I served the within **NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES; APPLICATION FOR CONDEMNATION; EXHIBITS A & B; ORDER SELECTING AND APPOINTING COMPENSATION COMMISSIONERS AND ALTERNATE COMMISSIONERS BY THE CHIEF JUDGE OF THE FIRST JUDICIAL DISTRICT OF IOWA**; on **ILLINOIS CENTRAL GULF RAILROAD COMPANY d/b/a CANADIAN NATIONAL** at **505 5TH AVE, STE 729 , Des Moines, IA 50309** in the manner indicated below:

CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: GERRI PETERZALEK @ CORPORATION SERVICE COMPANY TITLE/RELATION: REGISTERED AGENT

Fee For Service: **\$40.00**

Sworn to and subscribed before me on this
15th day of November, 2018

by an affiant who is personally known to
me or produced identification.

Steve McMahon

NOTARY PUBLIC

X

Julia McMahon

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25898**



STEVE MCMAHON
Commission Number 770813
My Commission Expires
12-8-2020

AFFIDAVIT OF SERVICE

Case:	Court:	County: Cedar Falls, Iowa	Job: 2817286
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Black Hawk County, Iowa (Courthouse) Attention: County Auditor			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Billie Heth, Payroll/Accounting Manager for Black Hawk County, Iowa (Courthouse)
Attention: County Auditor, 316 E 5th St, Waterloo, IA 50703

Manner of Service: Authorized, Nov 15, 2018, 4:00 pm CST

Documents: Notice of Meeting of Compensation Commissioners for Appraising Damages; Application for Condemnation; Exhibits A & B; Order Selecting and Appointment Compensation Commissioners and Alternate Commissioners by the Chief Justice of the First Judicial District of Iowa (Received Nov 14, 2018 at 12:30pm CST)

Additional Comments:

1) Served: Nov 15, 2018, 4:00 pm CST at 316 E 5th St, Waterloo, IA 50703 received by Billie Heth, Payroll/Accounting Manager for Black Hawk County, Iowa (Courthouse) Attention: County Auditor. Age: 46; Ethnicity: Caucasian; Gender: Female; Weight: 140; Height: 5'5"; Hair: Brown; Eyes: Hazel;

Subscribed and sworn to before me by the affiant who is personally known to me.

/s/Edward Jones 11/16/2018
Edward Jones Date

Brandee Kinter
Notary Public
November 16, 2018 12-15-20
Date Commission Expires

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125



AFFIDAVIT OF SERVICE

Case:	Court:	County:	Job: 2829232
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlers & Cooney Attorneys	
To be served upon: Black Hawk County, Iowa (Courthouse) Attention: County Auditor			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Cheryl Walter, Deputy Clerk for Black Hawk County, Iowa (Courthouse) Attention: County Auditor, 316 E 5th St, Waterloo, IA 50703

Manner of Service: Government Agency, Nov 20, 2018, 9:15 am CST

Documents: Amended Notice of Meeting of Compensation Commissioners for Appraising Damages (Received Nov 19, 2018 at 11:30am CST)

Additional Comments:

1) Served: Nov 20, 2018, 9:15 am CST at 316 E 5th St, Waterloo, IA 50703 received by Cheryl Walter, Deputy Clerk for Black Hawk County, Iowa (Courthouse) Attention: County Auditor. Age: 35; Ethnicity: African American; Gender: Female; Weight: 150; Height: 5'6"; Hair: Black; Eyes: Brown;

Subscribed and sworn to before me by the affiant who is personally known to me.

/s/Edward Jones 11/20/2018
Edward Jones Date

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125

Brandee Kinter
Notary Public
November 20, 2018 12-15-20
Date Commission Expires



STATE OF IOWA, }

Black Hawk County, SS

I do solemnly swear that the annexed copy of
Legal- Sheriff's Office

Notice of Appraisement Hearing and Public
Meeting: Parcel 44

Notice was published in the Waterloo-Cedar Falls
Courier, a daily newspaper printed in Waterloo, Black
Hawk County, Iowa, for one time commencing on the
3rd day of December, 2018 in the name of said
newspaper, and that the annexed rate of advertised is
the regular legal rate of said newspaper, and that the
following is a correct bill for publishing said notice.

Printer's Bill \$21.62

Uwone Keller
Signed

Subscribed and sworn to before me this 6
Day of December A.D., 2018

Jodie McKinstry
Notary Public

Received of _____

the sum of _____

_____ Dollars.

In full for publication of the above notice.

NOTICE OF APPRAISEMENT HEARING
AND PUBLIC MEETING OF
COMPENSATION COMMISSION TO
ASSESS DAMAGES

In the Matter of the Condemnation
Of Certain Rights in Property for the
West 1st Street Reconstruction Project
Parcel 44

By the City of Cedar Falls, Iowa
Property address is: 524 W 1st St., Cedar
Falls, Iowa 50613

TO: GALE SHINKLE, LARRY MOSER,
CRAIG HOLDIMAN, RYAN RISETTER,
KARL KETTER AND KATHY NORRIS

An Application of Condemnation, having
been presented to the Chief Judge of the
Judicial District, requesting the appoint-
ment of six (6) qualified persons as a
Condemnation Commission:

WHEREAS, such an appointment has
been filed in my office and whereas you
have been appointed and selected as
such Condemnation Commissioners:

NOW THEREFORE, you are commanded
to be and appear before the undersigned
at the Office of the Sheriff of Black Hawk
County, Iowa, at 225 E. 6th St., Waterloo,
Iowa on the 20TH day of DECEMBER,
2018 at the hour of 9:30AM for the
purpose of qualifying as such commis-
sioner, and proceed to view said
premises and make an award of damages
as provided by law. Prior to the meeting
of the commission, the commission or a
commissioner shall not communicate with
the applicant, property owner, or tenant,
or their agents, regarding the condemna-
tion proceedings.

FAIL NOT TO MAKE YOUR APPEAR-
ANCE UNDER PENALTY OF THE LAW.

This notice published pursuant to Section
6B.11, Code of Iowa

ANTHONY THOMPSON, SHERIFF
BLACK HAWK COUNTY, IOWA



STATE OF IOWA, }

Black Hawk County, SS

I do solemnly swear that the annexed copy of Legal- Sheriff's Office

Condemnation of Certain Rights in Property: Parcel 44

Notice was published in the Waterloo-Cedar Falls Courier, a daily newspaper printed in Waterloo, Black Hawk County, Iowa, for one time commencing on the 3rd day of December, 2018 in the name of said newspaper, and that the annexed rate of advertised is the regular legal rate of said newspaper, and that the following is a correct bill for publishing said notice.

Printer's Bill \$90.42

L/Louise Keller

Signed

Subscribed and sworn to before me this 6

Day of December A.D., 2018

Jodi E McKinstry
Notary Public

Received of

the sum of

Dollars.

In full for publication of the above notice.



IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 44) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT

NOTICE OF PUBLIC MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES

TO: Members of the public, representatives of the media that have requested notice of public meetings, and all other persons, companies or corporations having any interest in or owning any of the following described real estate, to wit: The property affected by the project is legally described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669 S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest").

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee Simple title granted is to land described as follows:

A part of Lot 8 of, Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest corner of Lot 1 of, Block 28, Village of Cedar Falls;

thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8 and to the point of beginning; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet; thence South 89°22'23" West, 102.86 feet; thence Southwesterly along a curve concave Southeasterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears South 44°28'33" West, 42.33 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 33.45 feet to the Northwest corner of said Lot 8; thence North 89°20'42" East along the North line of said Lot 8, a distance of 132.73 feet to the point of beginning and containing 0.02 AC. (669 S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 8 of Block 28, Village of Cedar Falls Plat, an official plat now included in and forming a part of the City of Cedar Falls, Black Hawk County, Iowa and described as follows:

Commencing at the Northwest Corner of Lot 1 of, Block 28, Village of Cedar Falls; thence South 89°20'42" West along the North line of said Block 28, a distance of 16.50 feet to the Northeast corner of said Lot 8; thence South 00°22'23" East along the East line of said Lot 8, a distance of 3.63 feet to the point of beginning; thence continuing South 00°22'23" East along said East line, 19.04 feet; thence South 89°35'56" West, 122.76 feet; thence

South 00°24'10" East, 16.50 feet; thence North 90°00'00" West, 9.96 feet to the West line of said Lot 8; thence North 00°23'36" West along said West line, 5.07 feet; thence Northerly along a curve concave Easterly whose radius is 30.00 feet, whose arc length is 46.99 feet and whose chord bears North 44°28'33" East, 42.33 feet; thence North 89°22'23" East, 102.86 feet to the point of beginning and containing 0.06 AC. (2,464 S.F.)

Property subject to any and all easements of record.

(the necessary property interest").

YOU ARE HEREBY NOTIFIED that the City of Cedar Falls, desires the condemnation of a temporary easement with respect to the above described property.

That such condemnation is sought for the purposes of reconstruction of West 1st Street (hereinafter, the "public purpose") for the project.

That a commission has been appointed as provided by law for the purpose of appraising the damages which will be caused by said condemnation.

That said commissioners will, on the date, at the time, and at the location specified below, meet and there proceed to view said premises and proceed to appraise said damages, at which time you may appear before the commissioners if you care to do so. This meeting shall be deemed to constitute a public meeting to be conducted in accordance with the provisions of Chapter 21, Code of Iowa, as amended, and any successor provision thereto. The Commissioners may close said meeting for purposes of deliberation in accordance with the provisions of sections 21.5 and 6B.14, Code of Iowa, as amended, and any successor provisions thereto.

DATE OF MEETING: December 20, 2018

TIME OF MEETING: 9:30 A.M.

LOCATION OF MEETING: Office of the Sheriff of Black Hawk County, Iowa

225 E. 6th St. Waterloo, IA 50703

TAKE NOTICE AND GOVERN YOURSELVES ACCORDINGLY.

Tony Thompson Sheriff of Black Hawk County, Iowa



Doc ID: 009485990053 Type: GEN
 Recorded: 02/13/2019 at 10:11:41 AM
 Fee Amt: \$281.60 Page 1 of 53
 Revenue Tax: \$9.60
 Black Hawk County Iowa
 SANDIE L. SMITH RECORDER

File **2019-00012349**

*City of Cedar Falls 200 Clay St Cedar Falls IA 50613

IN THE MATTER OF THE
 CONDEMNATION OF CERTAIN
 RIGHTS IN PROPERTY FOR THE

 WEST 1ST STREET RECONSTRUCTION
 PROJECT

 BY THE CITY OF CEDAR FALLS, IOWA,
 (PARCEL 66)

 APPLICANT

**AFFIDAVIT OF FINAL OFFER
 (Hearing Date December 18, 2018)**

STATE OF IOWA)
) ss:
 COUNTY OF POLK)

I, Mary Ann Carnock, after first being duly sworn on oath depose and say:

That I am the acquisition agent designated by the City of Cedar Falls, Iowa, to negotiate the purchase of property interests necessary for the City's West 1st Street Reconstruction Project; that as such official I am familiar with the negotiations in regard to these proceedings. Attached hereto as Exhibit A and by this reference made a part hereof is a copy of the final offer made for the acquisition of the described interests to Bank of America, National Association, holder of fee title, being in the total amount of \$ \$6,210 for the acquisition by the City of Cedar Falls, Iowa, of a fee simple and temporary easement, (the Anecessary property interests") in the following described real estate located in Black Hawk County, Iowa, to-wit:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a

(272)

\$ 6,210⁰⁰

53

distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Bock 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest").

Nothing was offered to any other party who may have or claim an interest in the above-described real estate except as follows:

NONE.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct. This certification is made pursuant to Iowa Code § 622.1.

Dated this date: 12/14/18

Mary Ann Conrad
ACQUISITION AGENT, CITY OF CEDAR FALLS, IOWA

Subscribed and sworn to before me this 17 day of December 2018.

Connie L. Richard
Notary Public in and for the State of Iowa



IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT

BY THE CITY OF CEDAR FALLS, IOWA
(PARCEL 66)

APPLICANT

**REPORT OF COMPENSATION
COMMISSIONERS**

We, the undersigned, being the duly appointed and qualified Compensation Commission appointed in the above-entitled matter, met on this date: December 18, 2018 and assessed and appraised the damages sustained as a result of the condemnation of the following described necessary property interest real estate for the purposes of the West 1st Street Reconstruction Project, located in Black Hawk County, Iowa, to-wit:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23

feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest");

All belonging to Bank of America, N.A.

Damages for Bank of America, N.A. \$ 6,210.00

Damages for Black Hawk County, Iowa \$ 0.

The Commission also finds Bank of America, N.A. (is)(is not) entitled to attorney fees in the sum of \$ 0.

The Commission also finds Black Hawk County, Iowa (is)(is not) entitled to attorney fees in the sum of \$ _____.

Dated this date: 12-18-18

Carol Deed
Commissioner

Paul Gaud
Commissioner

Daryl Smith
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

*Any dissenting commissioner must sign and file a written report with the Sheriff at the time this report is filed.

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

BLACK HAWK COUNTY RESERVOIR
PROJECT

BY THE CITY OF CEDAR FALLS, IOWA,
(PARCEL 66)

APPLICANT

**NOTICE OF APPRAISEMENT
OF DAMAGES AND TIME FOR
APPEAL**

TO: Bank of America, National Association
c/o Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, Iowa 50703

Bank of America, National Association
c/o Carrington Mortgage Services LLC
Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

YOU AND EACH OF YOU ARE HEREBY NOTIFIED that the duly appointed and qualified Compensation Commissioners appointed in the above-entitled matter, met on December 18, 2018, and assessed and appraised the damages sustained by each of you as a result of the condemnation of a fee simple and temporary easement in real property for the West 1st Street Reconstruction Project, said real property located in Black Hawk County, Iowa, described as follows:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a

distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Bock 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest");

All belonging to Bank of America, N.A.

Said Commission assessed said damages as follows:

Damages for Bank of America, N.A.

\$ 6,210⁰⁰

Damages for Black Hawk County, Iowa

\$ Ø

The Commission also finds Bank of America, N.A. (is) ~~(is not)~~ entitled to attorney fees in the sum of \$ _____.

The Commission also finds Black Hawk County, Iowa (is) ~~(is not)~~ entitled to attorney fees in the sum of \$ _____.

YOU AND EACH OF YOU ARE HEREBY FURTHER NOTIFIED that you may appeal within thirty (30) days from the date of the mailing of this Notice to the District Court in and for the State of Iowa, as provided by law.

Dated this date: 12-18-18.

I certify that the forgoing was sent by ordinary mail to the property owner(s) listed below on this date: 12-18-18.

Bank of America, National Association
c/o Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

Bank of America, National Association
c/o Carrington Mortgage Services LLC
Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, Iowa 50703

With a copy to:

Maria Brownell
100 Court Ave.
Suite 600
Des Moines, IA 50319
Attorney for Applicant
City of Cedar Falls, Iowa



Sheriff of Black Hawk County, Iowa

Tuesday 12/18/2018 9:30am

Committee

In attendance

Annmarie Weems Chris Fischel

Dale Shinkle Robert Lamb

Daryl Smith

9:40am

All responsibilities ^{& conditions} read by BH County Sheriff deputy.

Marla Cady Chief Justice

- 1) Assessment of damages
- 2) property owner made to be whole
- 3) fair market value - measure of damages
- 4) Consider and make allowances for damages
- 5) moving - not to exceed \$5,000 - owner.
- 6) divide damage into land, dwelling, etc
- 7) file written report to Sheriff.
- 8) Do not consider previous offers. ~~not~~ exceed 110% of previous

Marla Brownell, CF Attorney

Kevin Rager

Doug Hatterlin } CF rep

Dani Sturch }

John Halterman

Hwy 57 Joint

owned by Bank of America - portion of land

9:45

Presented overview of project

Sgt. Ferreres - drove to site

420 sqft - title

1183 - lease easement

different process for properties ^{value} under \$10,000

property is vacant. Bank of America not present

9:55 left for site

reconvene 10:45 am

Jon Schneider ^{inman} discussed compensation (waiver valuation)

Attorney stated compensation will be submitted to owner.

Discussion

Chris Fischel made motion that we accept the compensation estimate as stated of \$6,210.00

Annunzio seconded the motion. All commission members voted Aye.

11:10 closed session opened

Robert Zamp made motion to adjourn. Seconded Chris Fischel

All in favor -

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET
RECONSTRUCTION PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**ORDER SELECTING AND
APPOINTING COMPENSATION
COMMISSIONERS AND
ALTERNATE COMMISSIONERS
BY THE CHIEF JUDGE OF THE
FIRST JUDICIAL DISTRICT OF
IOWA**

An Application for Condemnation having been filed with me by the City of Cedar Falls, for the selection and appointment, by lot, of six suitable persons as by law provided to act as a Compensation Commission to assess and appraise the damages sustained by reason of the condemnation of certain specified rights in certain land described by Applicant in its Application filed in the above-entitled matter, I hereby DESIGNATE, SELECT and APPOINT as the members of said Compensation Commission required in this matter the following persons:

NAME	ADDRESS	QUALIFICATIONS
1.Carole Deeds	221 Main St, Cedar Falls IA 50613	LICENSED REAL ESTATE BROKER/SALESPERSON
2.Gale Shinkle	3321 Cedar Heights Dr, Cedar Falls IA 50613	
1.Daryl Smith	306 N. Highland Dr, Cedar Falls IA 50613	KNOWLEDGEABLE OF PROPERTY VALUES BY VIRTUE OF OCCUPATION
2.Chris Fischels	3510 Kimball Ave, Waterloo IA 50701	
1.Annamae Weems	635 Independence, Waterloo IA 50703	NON-AGRICULTURAL PROPERTY
2.Robert Lamb	1156 South Hill Dr, Waterloo IA 50701	

I further DESIGNATE, SELECT and APPOINT the above-named Carole Deeds to act as Chairperson of said Commission and Gale Shinkle is appointed to act as Alternate Chairperson.

Pursuant to Section 6B.5 of the Code of Iowa, one of the above-named Compensation Commissioners shall be subject to challenge without cause by the Applicant and one of the above-named Compensation Commissioners shall be subject to challenge without cause by the party or parties representing the ownership interest of the property being condemned.

I further DESIGNATE, SELECT and APPOINT the following persons to serve as alternate members of said Compensation Commission, to serve in the event that any of the said members having the same qualifications are unable to serve for any reason or in the event any such members are stricken from the panel as by law provided.

NAME	ADDRESS	QUALIFICATIONS
1 .Sandy Stuber	3731 Pheasant Ln, Waterloo IA 50701	LICENSED REAL ESTATE BROKER/SALESPERSON
2. Bob Reisinger	310 Park Ln, Waterloo IA 50701	
3. Lori McNamee	3731 Pheasant Ln, Waterloo IA 50701	
4. Elke Gerdes	3321 Cedar Heights Dr, Cedar Falls IA 50613	
1 .Jay R. Hall	1801 Orchard Dr, Cedar Falls IA 50613	KNOWLEDGEABLE OF PROPERTY VALUES BY VIRTUE OF OCCUPATION
2. Chad Vandyke	301 Commercial, LaPorte City IA 50651	
3. Michael Larson,	4020 Banker Blvd, Waterloo IA 50701	
4. Sterling Simonson,	Lincoln Svgs Bank, 242 Tower Park Dr, Waterloo IA 50701	
1. Tom Delong	407 W. Williams St, Dunkerton IA 50626	NON-AGRICULTURAL PROPERTY
2.Karl Ketter	1557 Oakwood Dr Waterloo IA 50703	
3.Tom Westemeier	375 Sheridan Rd Waterloo IA 50701	

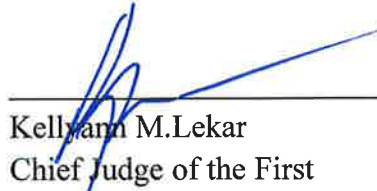
4.Kathy Norris 507 Gates St., LaPorte City IA 50651

I HEREBY ORDER that upon being informed of a vacancy in the compensation commission, the Sheriff of Black Hawk County, Iowa, shall notify Alternate Commissioners in the order above provided having the same qualifications as the person or persons unable to serve or stricken from the panel, such notification to be given to Alternate Commissioners in the same manner as the original Compensation Commissioners were notified. The Alternate Commissioner first notified who is available to serve as a Compensation Commissioners shall then serve in the place of the commissioner who was unable to serve or who was stricken from the panel. I further direct that the above-named Alternate Commissioners shall not be subject to challenge without cause.

I FURTHER HEREBY ORDER that the Commissioners and such Alternate Commissioners as are hereafter selected by the Sheriff due to the absence or removal of a Commissioner, shall appear at the time and place designated for the meeting of the Compensation Commission in the Notice of Meeting of Compensation Commission to Assess Damages for the Taking of Property, and that prior to said meeting, the above named Commissioners and Alternate Commissioners shall not communicate with the Applicant or the owner or tenant of the property being condemned regarding the condemnation proceedings.

TO THE SHERIFF OF BLACK HAWK COUNTY, IOWA: Attached hereto please find a duplicate of the Application for Condemnation in the above matter.

Dated at Waterloo, Iowa this 14th day of November, 2018.



Kellyann M.Lekar
Chief Judge of the First
Judicial District of Iowa

01535859-1\10283-162

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.

Carol Deeds 11/29/18

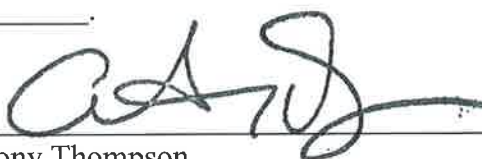
I CAN SERVE Carol Deeds

I CAN NOT SERVE

01539849-1\10283-162

Dec 18, 2018
Parcel 66

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.

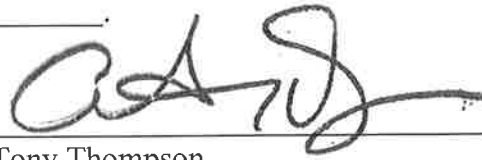

I CAN SERVE Gale Shinkle

I CAN NOT SERVE

01539849-1\10283-162

Dec 18 2018
Parcel 66

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.

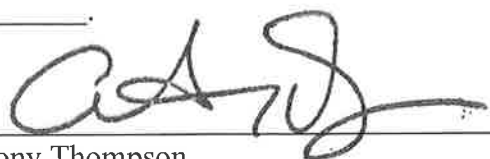

I CAN SERVE Daryl Smith

I CAN NOT SERVE

01539849-1\10283-162

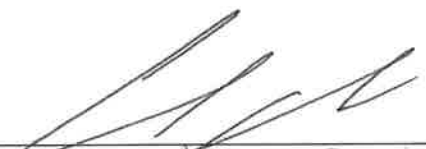
Dec 18 2018
Parcel 64

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.



I CAN SERVE Chris Fischels

I CAN NOT SERVE _____

01539849-1\10283-162

Dec 18 2018
Parcel 66

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.



I CAN SERVE *Anna Mae Weems*

I CAN NOT SERVE

01539849-1\10283-162

Dec 18 2018
Parcel 64

Dated this date: 11-28-18



Tony Thompson
Sheriff of Black Hawk County, Iowa

PLEASE SIGN THE NOTICE ON THE
APPROPRIATE LINE TO THE RIGHT AND
RETURN IT PROMPTLY TO THE SHERIFF
OF BLACK HAWK COUNTY.



I CAN SERVE *Robert Lamb*

I CAN NOT SERVE

01539849-1\10283-162

Dec 18, 2018
Parcel 66

Carole Deeds

Carole Deeds
Licensed real estate person

Gale Shinkle

Gale Shinkle
Licensed real estate person

Daryl Smith

Daryl Smith
Otherwise Knowledgeable

Chris Fischels

Chris Fischels
Otherwise Knowledgeable

Annamae Weems

Annamae Weems
Non-Agricultural Property

Robert Lamb

Robert Lamb
Non-Agricultural Property

Subscribed and sworn to before me this date: 12-18-18.

Renaee Jencke

Notary Public in the State of Iowa

Filed in my office this date: 11-16-18.

[Signature]

Sheriff of Black Hawk County, Iowa

01539850-1\10283-162

Sheriff's Certification as to Awards and Costs

In the Matter of the Condemnation of Certain Rights in Land by)
CITY OF CEDAR FALLS IOWA)
 for a Project Located in CEDAR FALLS)
 County, Iowa, known as PARCEL 66)
 _____)
 _____)

verified Sheriff's fees were paid
 by the City of Cedar Falls on
 1-14-19 in the amount of
 \$1565.54 check #129859

CITY OF CEDAR FALLS, Condemnee

I hereby certify that the commissioners in the above-entitled cause convened in public session at WATERLOO , Iowa, on the 18th day of DECEMBER 2018 , and thereupon proceeded to view the property and said commissioners did thereafter on the 18th day of DECEMBER 2018 , file their report in my office awarding damages as follows:

Name	Amount
Bank of America, National Association	\$ 6,210.00
Total Damages Awarded	\$ 6,210.00

I further certify that costs incident to this proceeding have been taxed as follows:

Serving notices as listed below:

Date	Name of Person(s) Served	Fee	Mileage	Rate	Amount	Total

Sheriff, summoning and attending commissioners \$ 200.00
 Sheriff, mileage while attending commissioners 18 miles @ .56 \$ 10.00
 Sheriff, ~~recording fee, to be paid to county recorder~~ Postage 10.50
 Sheriff, ~~recording fee, to be paid to county recorder~~ Posting & Copies \$ 10.50
 Sheriff, publication notice of hearing \$ 21.62
 City, publication notice 75.68
 Sheriff of Black Hawk County, Iowa **TOTAL 328.30**

Commissioner's Costs

CAROLE DEEDS of CEDAR FALLS, Iowa
1 day service \$ 200.00
14 miles at .56 cents \$ 7.78
 _____ meals \$ _____
Total \$ 207.78

GALE SHINKLE of CEDAR FALLS, Iowa
1 day service \$ 200.00
14 miles at .56 cents \$ 7.78
 _____ meals \$ _____
Total \$ 207.78

DARYL SMITH of CEDAR FALLS, Iowa
1 day service \$ 200.00
14 miles at .50 cents \$ 7.78
 _____ meals \$ _____
Total \$ 207.78


CHRIS FISCHELS of WATERLOO, Iowa
1 day service \$ 200.00
3 miles at .56 cents \$ 1.67
 _____ meals \$ _____
Total \$ 201.67

ANNA MAE WEEMS of WATERLOO, Iowa
1 day service \$ 200.00
10 miles at .56 cents \$ 5.56
 _____ meals \$ _____
Total \$ 205.56

ROBERT LAMB of WATERLOO, Iowa
1 day service \$ 200.00
12 miles at .56 cents \$ 6.67
 _____ meals \$ _____
Total \$ 206.67

GRAND TOTAL \$1,237.24

I certify that the foregoing amounts are legally payable to each claimant and that the claim is correct and just and that payment has not been received.

Dated this 18 day of Dec 2018, 

Sheriff of Black Hawk County, Iowa

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA


APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200.00
# of Miles Traveled: 14	\$ 4 .56¢	\$ 7.78
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 200.00 207.78 Mileage



Commissioner
Carole Deeds

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200.00
# of Miles Traveled: 14 miles	\$.56	\$ 7.78
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 207.78

Commissioner


Gale Shinkle

<p>IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE</p> <p>WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 66)</p> <p>BY THE CITY OF CEDAR FALLS, IOWA</p> <p>APPLICANT</p>	<p>COMPENSATION COMMISSIONER'S STATEMENT</p>
--	---

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200. ⁰⁰
# of Miles Traveled: ^{round trip} 14	\$.56	\$ 7.78
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 207.78



 Commissioner
 Daryl Smith

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200. ⁰⁰
# of Miles Traveled: 3	\$.56 3 miles	\$ 1.67
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 201.67

Commissioner


Chris Fischels

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200 ⁰⁰
# of Miles Traveled: 10	\$.56	\$ 5.56
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 205.56

Anna M. Weems
Commissioner

Anna Mae Weems

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**COMPENSATION
COMMISSIONER'S STATEMENT**

To the Sheriff of Black Hawk County, Iowa

I certify my fee as a member of the Compensation Commission for the hearing held on this date:
as follows:

Expenses Incurred While Serving on This Commission	Rate	Total
# of Days Served:	\$200.00 per day	\$ 200.00
# of Miles Traveled: 12	\$ 56.67	\$ 6.67
# of Meals Consumed:		\$
GRAND TOTAL:		\$ 206.67



Commissioner Robert Lamb

AFFIDAVIT OF SERVICE

Case:	Court:	County: Cedar Falls, Iowa	Job: 2817311
Plaintiff / Petitioner: IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 66) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT		Defendant / Respondent:	
Received by: Iowa Process Service		For: Ahlert & Cooney Attorneys	
To be served upon: Black Hawk County, Iowa (Courthouse) Attention: County Auditor			

I, Edward Jones, being duly sworn, depose and say: I am over the age of 18 years and not a party to this action, and that within the boundaries of the state where service was effected, I was authorized by law to make service of the documents and informed said person of the contents herein

Recipient Name / Address: Billie Heth, Payroll/Accounting Manager for Black Hawk County, Iowa (Courthouse) Attention: County Auditor, 316 E 5th St, Waterloo, IA 50703

Manner of Service: Authorized, Nov 15, 2018, 4:00 pm CST

Documents: Notice of Meeting of Compensation Commissioners for Appraising Damages; Application for Condemnation; Exhibits A & B; Order Selecting and Appointment Compensation Commissioners and Alternate Commissioners by the Chief Justice of the First Judicial District of Iowa (Received Nov 14, 2018 at 12:34pm CST)

Additional Comments:

1) Served: Nov 15, 2018, 4:00 pm CST at 316 E 5th St, Waterloo, IA 50703 received by Billie Heth, Payroll/Accounting Manager for Black Hawk County, Iowa (Courthouse) Attention: County Auditor. Age: 48; Ethnicity: Caucasian; Gender: Female; Weight: 140; Height: 5'6"; Hair: Brown; Eyes: Hazel;

Subscribed and sworn to before me by the affiant who is personally known to me.

/s/Edward Jones 11/16/2018
Edward Jones Date

Brandee Kinter
Notary Public

November 16, 2018 12-15-20
Date Commission Expires

Iowa Process Service
901 North Buxton St.
Indianola, IA 50125



AFFIDAVIT OF SERVICE

**IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 66) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant**

Plaintiff/Petitioner,
vs.

Defendant/Respondent.
_____ /

Received by **Absolute Serving** on **11/19/2018** to be served upon:

BANK OF AMERICA, NATIONAL ASSOCIATION

ss.

I, **WENDEE GRIFFIN – REYES**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/19/2018** at **02:30 PM**, I served the within **AMENDED NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES** on **BANK OF AMERICA, NATIONAL ASSOCIATION** at **400 E COURT AVE, STE 110 , Des Moines, IA 50309** in the manner indicated below:

CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: **LAURA GRAHAM @ CT CORPORATION SYSTEM** TITLE/RELATION: **REGISTERED AGENT**

Fee For Service: **\$40.00**

Sworn to and subscribed before me on this
19th day of November, 2018
by an affiant who is personally known to
me or produced identification.

X *Wendee Griffin*
WENDEE GRIFFIN – REYES

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25970**

NOTARY PUBLIC



JULIA MCMAHON
Commission Number 741404
My Commission Expires

6-23-2021

AFFIDAVIT OF SERVICE

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 66) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant

Plaintiff/Petitioner,
vs.

Defendant/Respondent.

Received by **Absolute Serving** on **11/14/2018** to be served upon:

BANK OF AMERICA, NATIONAL ASSOCIATION

STATE OF IOWA
COUNTY OF POLK ss.

I, **Julia McMahon**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/14/2018 at 02:52 PM**, I served the within **NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES; APPLICATION FOR CONDEMNATION; EXHIBITS A & B; ORDER SELECTING AND APPOINTING COMPENSATION COMMISSIONERS AND ALTERNATE COMMISSIONERS BY THE CHIEF JUDGE OF THE FIRST JUDICIAL DISTRICT OF IOWA**; on **BANK OF AMERICA, NATIONAL ASSOCIATION at 400 E COURT AVE, STE 110 , Des Moines, IA 50309** in the manner indicated below:

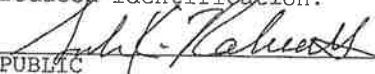
CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: **LAURA GRAHAM @ CT CORPORATION SYSTEM** TITLE/RELATION: **REGISTERED AGENT**

Fee For Service: **\$40.00**


Sworn to and subscribed before me on this
15th day of November, 2018

by an affiant who is personally known to
me or produced identification.


NOTARY PUBLIC



SANDRA K ROBERTS
Commission Number 733947
My Commission Expires
4/13/2020

X


Julia McMahon

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25896**

AFFIDAVIT OF SERVICE

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 66) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant

Plaintiff/Petitioner,
vs.

Defendant/Respondent.

Received by **Absolute Serving** on **11/19/2018** to be served upon:

BANK OF AMERICA, NATIONAL ASSOCIATION c/o CARRINGTON MORTGAGE SERVICES, LLC

ss .

I, **WENDEE GRIFFIN – REYES**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/19/2018** at **02:30 PM**, I served the within **AMENDED NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES** on **BANK OF AMERICA, NATIONAL ASSOCIATION c/o CARRINGTON MORTGAGE SERVICES, LLC** at **400 E COURT AVE, STE 110 , Des Moines, IA 50309** in the manner indicated below:

CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: **LAURA GRAHAM @ CT CORPORATION SYSTEM** TITLE/RELATION: **REGISTERED AGENT**

Fee For Service: **\$15.00**

Sworn to and subscribed before me on this
19th day of November, 2018
by an affiant who is personally known to
me or produced identification.

X Wendee Griffin - Reyes
WENDEE GRIFFIN - REYES

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25971**

NOTARY PUBLIC



JULIA MCMAHON
Commission Number 741404
My Commission Expires
10-23-2021

AFFIDAVIT OF SERVICE

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN RIGHTS
IN PROPERTY FOR THE WEST 1ST
STREET RECONSTRUCTION PROJECT
(PARCEL 66) BY THE CITY OF
CEDAR FALLS, IOWA, Applicant

Plaintiff/Petitioner,
vs.

Defendant/Respondent.

Received by **Absolute Serving** on **11/14/2018** to be served upon:

BANK OF AMERICA, NATIONAL ASSOCIATION c/o CARRINGTON MORTGAGE SERVICES LLC

STATE OF IOWA
COUNTY OF POLK ss.

I, **Julia McMahon**, being duly sworn on oath, and over the age of 18 years, do hereby depose and state that:

On **11/14/2018** at **02:52 PM**, I served the within **NOTICE OF MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES; APPLICATION FOR CONDEMNATION; EXHIBITS A & B; ORDER SELECTING AND APPOINTING COMPENSATION COMMISSIONERS AND ALTERNATE COMMISSIONERS BY THE CHIEF JUDGE OF THE FIRST JUDICIAL DISTRICT OF IOWA**; on **BANK OF AMERICA, NATIONAL ASSOCIATION c/o CARRINGTON MORTGAGE SERVICES LLC** at **400 E COURT AVE, STE 110 , Des Moines, IA 50309** in the manner indicated below:

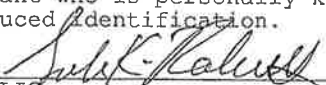
CORPORATE SERVICE: I served the same on the above company, corporation, government official, etc, by delivering a copy to the person named and described below at the address shown above. :

NAME: **LAURA GRAHAM @ CT CORPORATION SYSTEM** TITLE/RELATION: **REGISTERED AGENT**

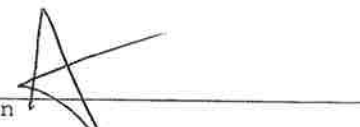
Fee For Service: **\$15.00**

Sworn to and subscribed before me on this
15th day of November, 2018

by an affiant who is personally known to
me or produced identification.



NOTARY PUBLIC

X
Julia McMahon 

Independent Contractor for:

Absolute Serving
680 18th Street
Des Moines, IA 50314

Atty File#: **CEDAR FALLS, IA** - Our File# **25897**



SANDRA K ROBERTS
Commission Number.733947
My Commission Expires
4/12/2020

STATE OF IOWA, }

Black Hawk County, SS

I do solemnly swear that the annexed copy of
Legal- Sheriff's Office

Condemnation of Certain Rights in Property:
Parcel 66

Notice was published in the Waterloo-Cedar Falls
Courier, a daily newspaper printed in Waterloo, Black
Hawk County, Iowa, for one time commencing on the
3rd day of December, 2018 in the name of said
newspaper, and that the annexed rate of advertised is
the regular legal rate of said newspaper, and that the
following is a correct bill for publishing said notice.

Printer's Bill \$75.68

Ullonne Keller

Signed

Subscribed and sworn to before me this 6

Day of December A.D., 20 18

Jodi E McKinstry
Notary Public

Received of _____

the sum of _____

Dollars.

In full for publication of the above notice.

IN THE MATTER OF THE CONDEMNATION OF CERTAIN RIGHTS IN PROPERTY FOR THE WEST 1ST STREET RECONSTRUCTION PROJECT (PARCEL 66) BY THE CITY OF CEDAR FALLS, IOWA APPLICANT

NOTICE OF PUBLIC MEETING OF COMPENSATION COMMISSIONERS FOR APPRAISING DAMAGES

TO: Members of the public, representatives of the media that have requested notice of public meetings, and all other persons, companies or corporations having any interest in or owning any of the following described real estate, to wit:

The property affected by the project is legally described as follows:
The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420 S.F.)

Property subject to any and all easements of record; and
The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.
(the "necessary property interest").

The necessary property interest sought to be acquired for the project is legally described as follows:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said

Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420 S.F.)

Property subject to any and all easements of record; and
The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.
(the "necessary property interest").

YOU ARE HEREBY NOTIFIED that the City of Cedar Falls, desires the condemnation of a temporary easement with respect to the above described property.

That such condemnation is sought for the purposes of reconstruction of West 1st Street (hereinafter, the "public purpose") for the project.

That a commission has been appointed as provided by law for the purpose of appraising the damages which will be caused by said condemnation.

That said commissioners will, on the date, at the time, and at the location specified below, meet and there proceed to view said premises and proceed to appraise said damages, at which time you may appear before the commissioners if you care to do so. This meeting shall be deemed to constitute a public meeting to be conducted in accordance with the provisions of Chapter 21, Code of Iowa, as amended, and any successor provision thereto. The Commissioners may close said meeting for purposes of deliberation in accordance with the provisions of sections 21.5 and 6B.14, Code of Iowa, as amended, and any successor provisions thereto.

DATE OF MEETING: December 18, 2018
TIME OF MEETING: 9:30A.M.

LOCATION OF MEETING: Office of the Sheriff of Black Hawk County, Iowa
225 E. 6th St. Waterloo, IA 50703

TAKE NOTICE AND GOVERN YOURSELVES ACCORDINGLY.

Tony Thompson
Sheriff of Black Hawk County, Iowa



STATE OF IOWA, }

Black Hawk County, SS

I do solemnly swear that the annexed copy of Legal- Sheriff's Office

Notice of Appraisalment Hearing and Public Meeting: Parcel 66

Notice was published in the Waterloo-Cedar Falls Courier, a daily newspaper printed in Waterloo, Black Hawk County, Iowa, for one time commencing on the 3rd day of December, 2018 in the name of said newspaper, and that the annexed rate of advertised is the regular legal rate of said newspaper, and that the following is a correct bill for publishing said notice.

Printer's Bill \$21.62

Lynne Keller
Signed

Subscribed and sworn to before me this 6
Day of December A.D., 2018

Jodi E McKinstry
Notary Public

Received of _____

the sum of _____

_____ Dollars.

In full for publication of the above notice.

NOTICE OF APPRAISEMENT HEARING AND PUBLIC MEETING OF COMPENSATION COMMISSION TO ASSESS DAMAGES
In the Matter of the Condemnation Of Certain Rights in Property for the West 1st Street Reconstruction Project Parcel 66
By the City of Cedar Falls, Iowa
Property address is: 1126 W 1st St., Cedar Falls, Iowa 50613
TO: CAROL DEEDS, GALE SHINKLE, DARYL SMITH, CHRIS FISCHELS, AN-NAMAE WEEMS AND ROBERT LAMB
An Application of Condemnation, having been presented to the Chief Judge of the Judicial District, requesting the appointment of six (6) qualified persons as a Condemnation Commission:
WHEREAS, such an appointment has been filed in my office and whereas you have been appointed and selected as such Condemnation Commissioners:
NOW THEREFORE, you are commanded to be and appear before the undersigned at the Office of the Sheriff of Black Hawk County, Iowa, at 225 E. 6th St., Waterloo, Iowa on the 18TH day of DECEMBER, 2018 at the hour of 9:30AM for the purpose of qualifying as such commissioner, and proceed to view said premises and make an award of damages as provided by law. Prior to the meeting of the commission, the commission or a commissioner shall not communicate with the applicant, property owner, or tenant, or their agents, regarding the condemnation proceedings.
FAIL NOT TO MAKE YOUR APPEARANCE UNDER PENALTY OF THE LAW.
This notice published pursuant to Section 6B.11, Code of Iowa
ANTHONY THOMPSON, SHERIFF
BLACK HAWK COUNTY, IOWA



**CERTIFICATE RE APPLICATION FOR APPOINTMENT
OF COMMISSIONERS AND ORDER OF CHIEF JUDGE**

Recorder's Cover Sheet

Preparer Information:

Maria E. Brownell
Ahlers & Cooney, P.C.
100 Court Avenue, Suite 600
Des Moines, IA 50309
(515) 243-7611

Taxpayer Information:

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613

Env
x

Return Document To:

Maria E. Brownell
Ahlers & Cooney, P.C.
100 Court Avenue, Suite 600
Des Moines, IA 50309

Grantor: NA

Grantee: NA

Legal Description: See Page 2

Document or instrument number of previously recorded documents:

01540170-1\10283-162

✓ 10.00
✓ 82.00
✓ 92.00 GP

(97)

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT

BY THE CITY OF CEDAR FALLS, IOWA,
(PARCEL 66)

APPLICANT

**CERTIFICATE RE APPLICATION
FOR APPOINTMENT OF
COMMISSIONERS AND ORDER
OF CHIEF JUDGE**

I, Maria E. Brownell, do depose and state that I am an attorney admitted to practice in the State of Iowa and that I represent the City of Cedar Falls, Iowa in this matter and I certify that the attached Application to the Chief Judge of the Fifth Judicial District of the State of Iowa For Appointment of Commissioners to Appraise Damages was approved by said Judge by the attached Order Approving Selecting and Appointing Commissioners and Alternate Commissions on this date: November 14, 2018

Date: November 19, 2018



MARIA E. BROWNELL

01540242-1\10283-162

IN THE MATTER OF THE
CONDEMNATION OF CERTAIN
RIGHTS IN PROPERTY FOR THE

WEST 1ST STREET RECONSTRUCTION
PROJECT
(PARCEL 66)

BY THE CITY OF CEDAR FALLS, IOWA

APPLICANT

**APPLICATION FOR
CONDEMNATION**

**TO: Kellyann M. Lekar, Chief Judge
First Judicial District**

YOU ARE HEREBY NOTIFIED that the City of Cedar Falls, hereafter "Applicant," a municipal corporation, desires to take, acquire and condemn a permanent easement (hereinafter, "the interest") in the property hereafter described, and together with any and all leasehold interests, easement interests and other legal or equitable interests therein, and together with all structures and appurtenances located upon the property sought to be condemned. The Applicant desires the rights specified in the property sought to be condemned for use for the West 1st Street Reconstruction Project (hereinafter, "the project").

1. PROPERTY AFFECTED; PROPERTY TO BE ACQUIRED; PUBLIC USE OR PURPOSE FOR THE TAKING.

The property in which the necessary property interest is sought to be acquired for the project is shown on the Acquisition Plat attached hereto as Exhibit A and by this reference made a part hereof. The necessary property interest will be used by the Applicant for the public purpose of reconstructing public right-of-way known as West 1st Street (hereinafter, the "public purpose").

The property address is 1126 W. 1st St., Cedar Falls and the necessary interest to be acquired

is described as follows:

The Fee simple title granted is to land described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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 Northwest corner of said Lot 7, Block 15, A. Mullarky's Addition to Cedar Falls; thence North 89°24'13" East along the North line of said Lot 7, a distance of 65.63 feet to the Northeast corner of said Lot 7; thence South 00°32'29" East along the East line of said Lot 7, a distance of 6.51 feet; thence South 89°35'56" West, 65.63 feet to the West line of said Lot 7; thence North 00°31'20" West along said West line, 6.29 feet to the point of beginning and containing 0.01 AC. (420.S.F.)

Property subject to any and all easements of record; and

The Temporary easement described as follows:

A part of Lot 7 of, Block 15, A. Mullarky'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:

Commencing at the Northwest corner of said Lot 7; thence South 00°31'20" East along the West line of said Lot 7, a distance of 6.29 feet to the point of beginning; thence North 89°35'56" East, 65.63 feet to the East line of said Lot 7; thence South 00°32'29" East along said East line, 10.50 feet; thence South 89°35'56" West, 44.71 feet; thence South 00°00'00" West, 23.73 feet; thence South 89°35'56" West, 20.71 feet to said West line; thence North 00°31'20" West along said West line, 34.23 feet to the point of beginning and containing 0.03 AC. (1,183 S.F.)

Property subject to any and all easements of record.

(the "necessary property interest").

2. NAMES OF RECORD OWNERS AND HOLDERS OF LIENS AND ENCUMBRANCERS OF THE PROPERTY.

The names and addresses of all record owners and holders of liens and encumbrancers

with respect the necessary property interest, as far as known, are as follows:

NAMES AND ADDRESSES OF PROPERTY OWNERS

Bank of America, National Association
c/o Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

Bank of America, National Association
c/o Carrington Mortgage Services LLC
Registered Agent
C T Corporation System
400 E. Court Ave.
Des Moines, Iowa 50309

NAMES AND ADDRESSES OF LIENHOLDERS, ENCUMBRANCERS AND LEASEHOLDERS

Black Hawk County, Iowa
Attention: County Auditor
Courthouse
316 East 5th Street
Waterloo, Iowa 50703

3. PROPERTY NECESSARY TO ACHIEVE THE PUBLIC PURPOSE AND PROPERTY PROPOSED TO BE ACQUIRED FOR THE PROJECT.

The attached Acquisition Plat (Exhibit A) identifies the necessary property interest required by the Applicant for the public purpose associated with the project. The Applicant further asserts that the necessary property interest constitutes the necessary minimum amount of property to achieve the public purpose, and that no portion of the property is being acquired as an uneconomic remnant.

4. GOOD FAITH EFFORTS MADE BY THE APPLICANT TO NEGOTIATE THE PURCHASE OF THE NECESSARY PROPERTY INTEREST.

The Applicant represents and warrants that, through its acquisition agent, it has undertaken to negotiate the purchase of the interest from the property owner in good faith.

Attached hereto as Exhibit B and by this reference made a part hereof is a narrative of the City's efforts to negotiate purchase in good faith with Bank of America, N.A., by and through its authorized acquisition agent, Snyder & Associates, Inc.


On February 5, 2018, the Applicant's City Council adopted a resolution authorizing acquisition.

NOW, THEREFORE, YOU ARE HEREBY REQUESTED to appoint a Compensation Commission to appraise the damages caused by this appropriation; said Commission to consist of six commissioners and six alternate commissioners who shall be residents of Black Hawk County, Iowa. The land sought to be taken is non-agricultural land.

YOU ARE FURTHER REQUESTED to give written notice to the undersigned representative of the Applicant as soon as the commissioners have been appointed.

Dated this 13th day of November, 2018.

CITY OF CEDAR FALLS, IOWA



Maria E. Brownell (AT0010240)

AHLERS & COONEY, P.C.

100 Court Avenue, Suite 600

Des Moines, Iowa 50309

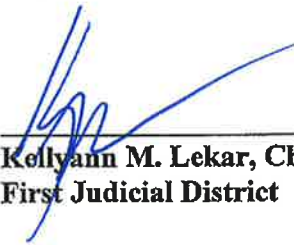
515/243/7611

515/243/2149 (fax)

Email: mbrownell@ahlerslaw.com

**ATTORNEYS FOR CITY OF CEDAR
FALLS, IOWA**

APPROVED this 14th day of November
20 18



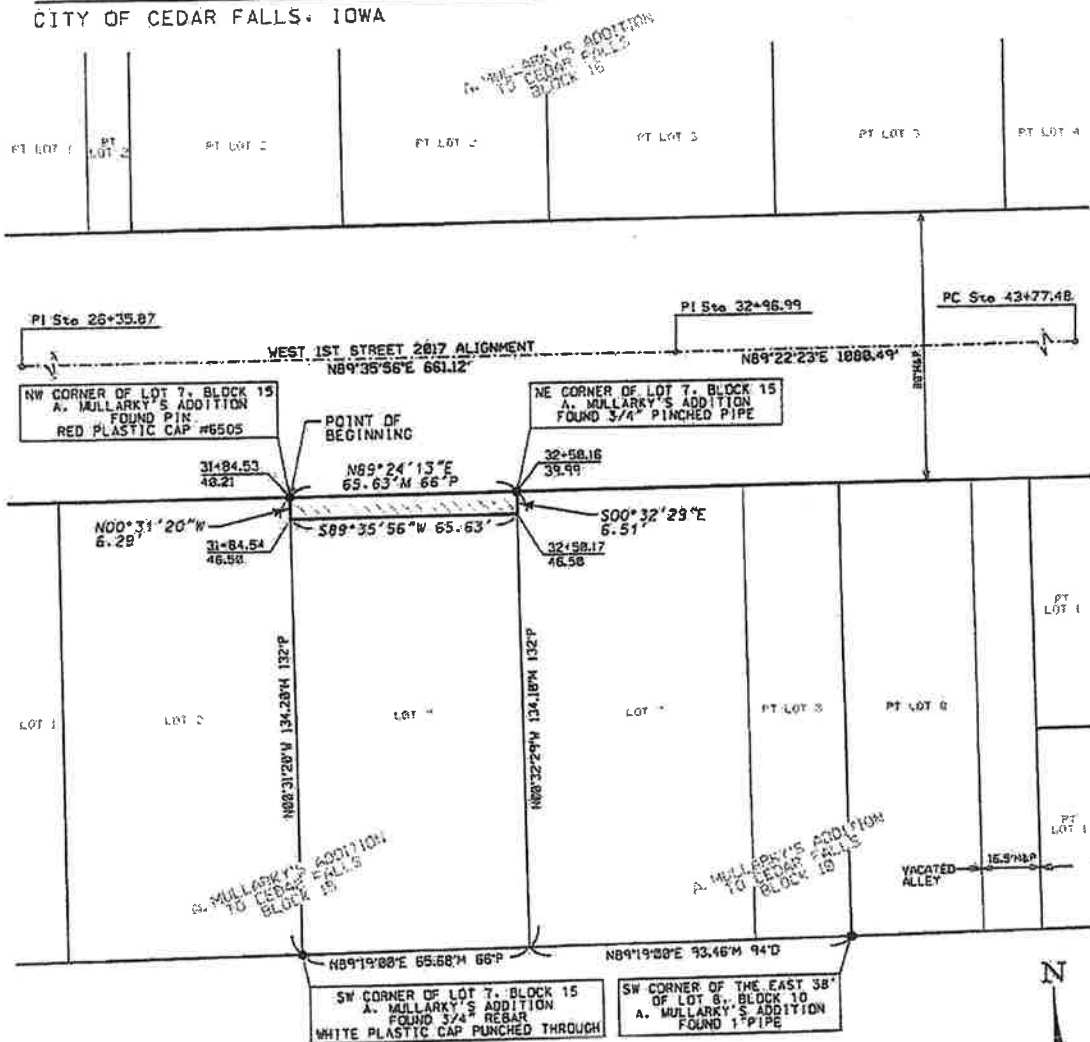
**Kellyann M. Lekar, Chief Judge of the
First Judicial District**

01535304-1\10283-162

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2(28)--2C-07 PARCEL NO. 66
SECTION 11 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE 420 SF 0.01 AC. EASE AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM BANK OF AMERICA, N.A.

CITY OF CEDAR FALLS, IOWA

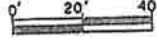


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coady 11-9-2018
TERRY COADY 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 100T ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED NOVEMBER 09, 2018
DATE DRAWN JANUARY 29, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 66

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 7 OF, BLOCK 15, A. MULLARKY'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 NORTHWEST CORNER OF SAID LOT 7, BLOCK 15, A. MULLARKY'S ADDITION TO CEDAR FALLS; THENCE NORTH 89°24'13" EAST ALONG THE NORTH LINE OF SAID LOT 7, A DISTANCE OF 65.63 FEET TO THE NORTHEAST CORNER OF SAID LOT 7; THENCE SOUTH 00°32'29" EAST ALONG THE EAST LINE OF SAID LOT 7, A DISTANCE OF 6.51 FEET; THENCE SOUTH 89°35'56" WEST, 65.63 FEET TO THE WEST LINE OF SAID LOT 7; THENCE NORTH 00°31'20" WEST ALONG SAID WEST LINE, 6.29 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.01 AC. (420 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

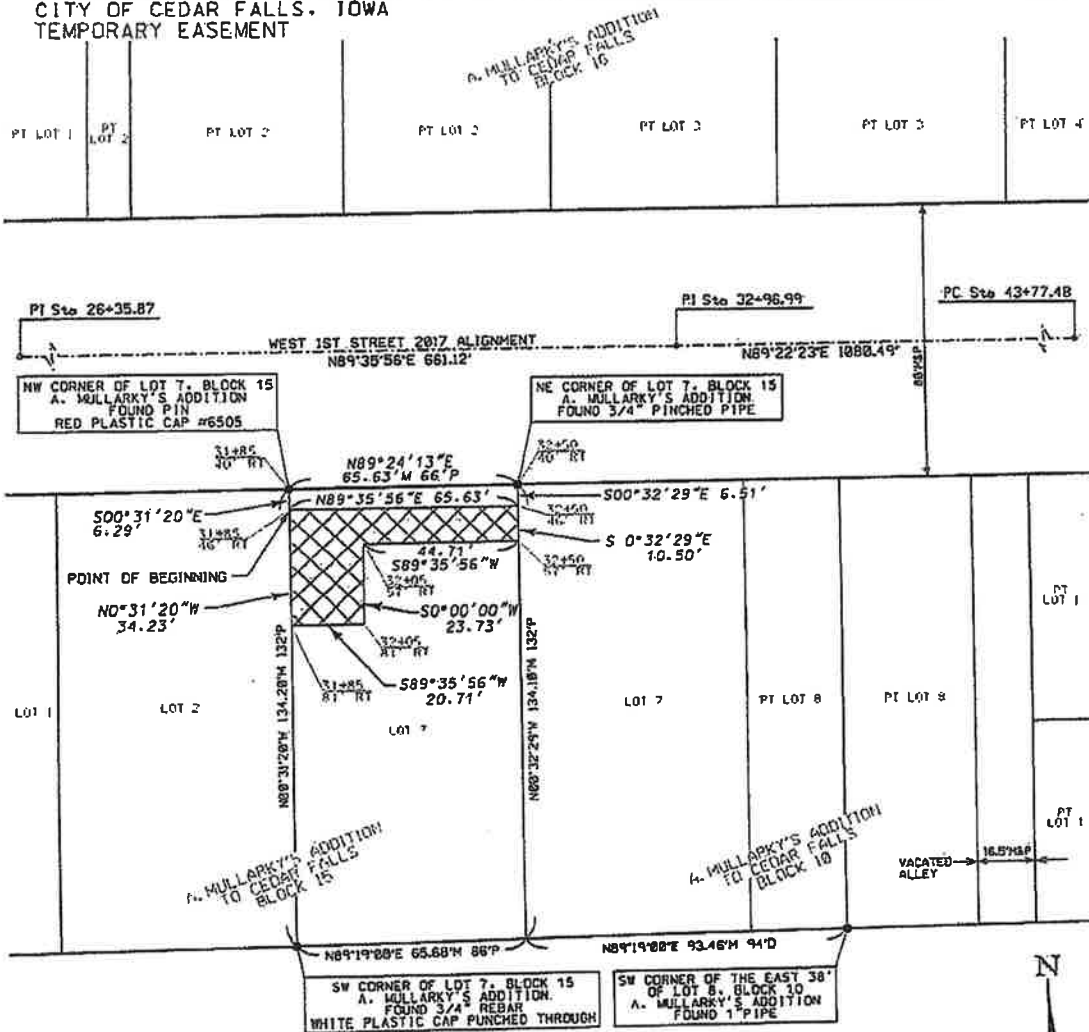
NOTE:

THE NORTH LINE OF BLOCK 15 OF A. MULLARKY'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR NORTH 89°24'13" EAST.

IOWA DEPARTMENT OF TRANSPORTATION
ACQUISITION PLAT
EXHIBIT "A"

COUNTY BLACK HAWK STATE CONTROL NO. _____
PROJECT NO. STP-57-2(28)--2C-07 PARCEL NO. 66
SECTION 11 TOWNSHIP 89 NORTH RANGE 14 WEST
ROW-FEE _____ AC. EASE 1,183 SF 0.03 AC EXCESS-FEE _____ AC
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ MAIN LINE _____ SIDE
ACCESS RIGHTS ACQUIRED - STA _____ STA _____ SIDE ROAD _____ SIDE
ACQUIRED FROM BANK OF AMERICA, N.A.

CITY OF CEDAR FALLS, IOWA
TEMPORARY EASEMENT



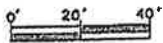
PROFESSIONAL LAND SURVEYOR
TERRY COADY
18643
IOWA

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 Coady 11-9-2018
TERRY COADY 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 1DDT ALUM. CAP (UNLESS OTHERWISE NOTED)



DATE REVISED _____

DATE DRAWN NOVEMBER 09, 2018

SCALE 1" = 40'

DESCRIPTION OF ATTACHED PLAT FOR PARCEL NO. 66

BLACK HAWK COUNTY

PROJECT NO. STP-57-2(28)—2C-07

THE TEMPORARY EASEMENT DESCRIBED AS FOLLOWS:

A PART OF LOT 7 OF, BLOCK 15, A. MULLARKY'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:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 7; THENCE SOUTH $00^{\circ}31'20''$ EAST ALONG THE WEST LINE OF SAID LOT 7, A DISTANCE OF 6.29 FEET TO THE POINT OF BEGINNING; THENCE NORTH $89^{\circ}35'56''$ EAST, 65.63 FEET TO THE EAST LINE OF SAID LOT 7; THENCE SOUTH $00^{\circ}32'29''$ EAST ALONG SAID EAST LINE, 10.50 FEET; THENCE SOUTH $89^{\circ}35'56''$ WEST, 44.71 FEET; THENCE SOUTH $00^{\circ}00'00''$ WEST, 23.73 FEET; THENCE SOUTH $89^{\circ}35'56''$ WEST, 20.71 FEET TO SAID WEST LINE; THENCE NORTH $00^{\circ}31'20''$ WEST ALONG SAID WEST LINE, 34.23 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.03 AC. (1,183 S.F.)

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTE:

THE NORTH LINE OF BLOCK 15 OF A. MULLARKY'S ADDITION TO CEDAR FALLS ASSUMED TO BEAR NORTH $89^{\circ}24'13''$ EAST.



CONVERSATION RECORD **SNYDER & ASSOCIATES, INC.**

2727 SW Snyder Blvd. / Ankeny, IA 50023 / 515-964-2020, FAX 515-964-7938

CITY OF CEDAR FALLS, IOWA

**City of Cedar Falls – West 1st Street / Iowa 57 Reconstruction Project
111.0293**

Parcel # 66
Owner: Bank of America, NA
Address: c/o Carrington Mortgage Services, LLC, 1600 S. Douglass Rd., Anaheim, CA 92806
Phone #

5/7/18 – CE to City

5/16/18 – Approval from City

5/16/18 – Mailed Acq. Packet

5/23/18 – Rec'd Delivery Notice

6/7/18 – Mailed Tenant packet

6/12/18 - In meeting with Todd Graper next door, he said this parcel is abandoned for a few years. He handed be back the Tenant Packet.

6/7/18 – Tried to reach someone with Carrington Real Estate Service, LLC – No luck.

6/21/18 – Tried to reach someone with Carrington Real Estate Service, LLC – No luck.

7/12/18 – Tried to reach someone with Carrington Real Estate Service, LLC – No luck.

8/1/18 – Tried to reach someone with Carrington Real Estate Service, LLC – No luck.

9/13/18 – Research found REO (Real Estate Owned) Email address. Sent email. No reply.

9/17/18 – Research found REO Email address. Sent email. No reply.

9/25/18 – Research found REO Email address. Sent email. No reply.

10/18/18 - Research found REO Email address. Sent email. No reply.

11/1/18 – Turned file over to City Attorney for CONDEMNATION.

11/6/18 – Mailed acquisition packet to CT Corporation System, 400 E Court Avenue, Des Moines, IA 50309



Mary Ann Carnock



Date



BLACK HAWK COUNTY REAL ESTATE ASSESSMENT AND TAX INFORMATION						
Parcel ID		Deed Holder		Tax Mail to Address		
8914-11-276-004		BANK OF AMERICA N A		CARRINGTON MORTGAGE SERVICES LLC 1600 S DOUGLAS RD #200A ANAHEIM, CA 92806-0000		
PDF No.	Map Area	Contract Buyer				
9	SCDRFLS-03					
Property Address				Current Recorded Transfer		
1126 W 1ST ST CEDAR FALLS, IA 50613-2216				Date Drawn	Date Filed	Recorded Document
				9/2/2015	9/17/2015	2016 005300
						Type D

SALES			BUILDING PERMIT			
Date	Amount	NUTC / Type	Date	Number	Amount	Reason
9/2/2015	120,120	FORECLOSURES, FORFEITURES, SHERIFFS AND TAX SALES, OR TRANSFERS ... 12 / Deed	3/5/2018	CF 00093	15,000	Deck/Patio
			5/27/2005	CF HA 0635	0	Plumb/Elec
			4/15/2005	CF 4808	4,000	Int-Remodel
			4/21/2003	CF HA 0090	0	Misc
11/3/1997	58,000	NORMAL ARMS-LENGTH TRANSACTION - PRIOR 09 / Deed				

ASSESSED VALUES/CREDITS

Year		Class				
2018		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	19,400	0	117,400	0	136,800	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	11,042	0	66,822	0	77,864	

Year		Class				
2017		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	19,400	0	117,400	0	136,800	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	10,790	0	65,299	0	76,089	

Year		Class				
2016		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	19,400	0	117,400	0	136,800	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	11,046	0	66,847	0	77,893	

TAX INFORMATION ASSESSMENT YEAR 2017 PAYABLE 2018/2019						
Tax District	910001 - CEDAR FALLS					
	Gross Value	Taxable Value	Military Exemption	Levy Rate	Gross Tax	Net Tax
Corp	136,800	76,089	0	33.2251	\$2,528.06	\$2,528.00
Nocorp	0	0	0	0	\$0.00	

	Homestead Credit	Disabled Veteran Credit	Property Tax Relief Credit	Ag Credit	Business Property Tax Credit
Corp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nocorp			\$0.00		

LEGAL

A MULLARKYS ADDITION LOT 7 BLK 15

LAND

Basis	Front	Rear	Side 1	Side 2	Lot	Area	Acres
Front Foot	66	66	132	132	0	8712	0.2
Totals:						8712	0.2

DWELLING CHARACTERISTICS

Type		Style		Total Living Area				
Single-Family / Owner Occupied		2 Story Frame		1897				
Year Built	Area	Heat	AC	Attic				
1900	944	Yes	Yes	Floor & Stairs				
Total Rooms Above		Total Rooms Below		Bedrooms Above		Bedrooms Below		
8		0		4		0		
Basement		Basement Finished Area		No Basement Floor				
Full		0		0				
Foundation			Flooring					
Stn			Carp / Vinyl					
Exterior Walls			Interior Finish					
Wd Lap			Plas					
Roof								
Asph / Hip								
Non-Base Heating	Floor/Wall	Pipeless	Handfired	Space Heaters				
0								
Additions	Year Built	Style	Area	Basement (SF)	No Basement (SF)	Heat	AC	Attic
	1900	1 Story Frame	9	0	0	Yes	Yes	0
Plumbing	1 Full Bath 1 Water Closet			<				
	Porch	Style	Area					
		1S Frame Open	105					
		1S Frame Open	16					

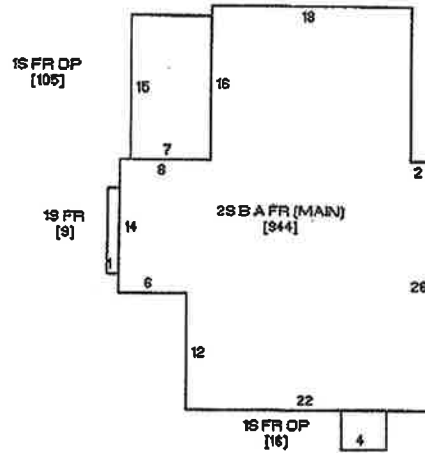
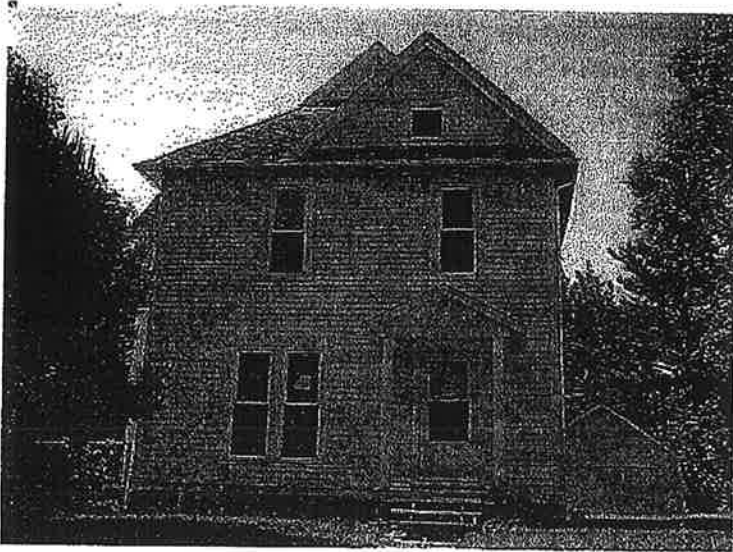
GARAGES

BASEMENT STALLS

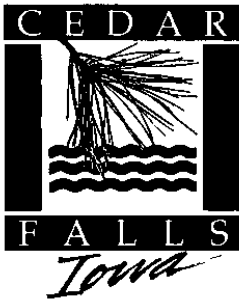
Year Built	Style	Width	Length	Area	Basement	Qtrs Over	Area	AC
1920	Det Frame	20	20	400	0	None	0	0

None

Entry Status: Inspected



Date Website Last Updated: 10/26/2018



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 27, 2019
SUBJECT: Rental to Single Family Owner Conversion Incentive Program: 821 Olive Street

The Rental to Single Family Owner Conversion Incentive Program was adopted by City Council on December 21, 2015. The program offers a Forgivable Loan of up to \$10,000 for exterior improvements to a residential rental property being purchased and converted to a single family owner occupied residence. The goal is to improve and positively impact neighborhood character and encourage private improvements to rental properties converting to owner occupied. The concept of the Rental to Single Family Owner Conversion Incentive Program was developed initially through the City established Rental Task Force.

Michael and Ashley Conrad purchased 821 Olive Street in October 2018. The new owners have submitted an application, attached, to be considered for the Rental to Single Family Owner Conversion Incentive Program. The property is located in the R-2 zoning district, falls within the program's geographical boundaries, and is in a block with less than 75% rentals. The property directly to the north, 815 Olive Street, was approved for the Rental to Single Family Owner Conversion Incentive Program in September 2018.

The property under consideration has a unique history. The previous owner purchased the property in 2004 and lived in it until 2006 when the owner moved out and started to rent the property to his ex-wife as part of a divorce settlement. Prior to the 2015 rental ordinance change, no rental permits were required for renting between family members. The property became vacant in 2015. In August 2018 the current owners rented the property from the previous owner until they purchased it in October 2018. Soon after purchasing the property they applied to the Rental to Single Family Owner Conversion Incentive Program with the assumption that the property had previously been a rental property. Paperwork from both the previous owner and the current owners has been provided to validate this history. However, there is no record of the property being registered as a rental property with the City.

Although 821 Olive Street has not been a registered rental with the City, staff finds that this property meets the intent of the three year rental requirement of the Rental to Single Family Owner Conversion Incentive Program and warrants consideration. The previous home owner had either rented or left the property vacant since 2006. Approving this property for the program would provide funds to increase the livability of this home, which in turn helps to stabilize and encourage additional investment in the neighborhood. Staff does not feel that the new buyers should be penalized for the previous owner not filing rental paperwork. Since this

project is consistent with the intent of the program and given the potential long term benefits to the neighborhood, staff recommends that an exception be made in this case.

Michael and Ashley Conrad are proposing to demolish the existing single car garage, build a new attached double car garage, and replace the existing driveway and sidewalks. The submitted site plan for the proposed garage addition meets zoning requirements. Based on the submitted cost estimates, the improvements listed will be over \$20,000.

The Community Development Department recommends adopting a resolution approving this property for a forgivable loan of up to \$10,000.00 with the placement of a lien on the property for which 20% will be forgiven each year for five years with pro-rated payback if sold prior to the end of five years. Half of the forgivable loan will be paid upon City Council approval with the balance paid upon completion of the improvements, inspection by the City, and verification of the actual costs of the improvements. This approval is subject to the property passing a major system evaluation (city inspection) and the proper permits being pulled for the proposed improvements.

If you have any questions, please contact the Community Development Department.

Xc: Stephanie Sheetz, Community Development Director
Karen Howard, Planning & Community Services Manager

This instrument was drafted by: Iris Lehmann, Community Development Department,
City of Cedar Falls, 220 Clay Street, Cedar Falls, IA 50613, Phone: 319-268-5185.

LIEN NOTICE AND SPECIAL PROMISSORY NOTE

Account No. 101-2245-44-89.79 Amount \$ 10,000.00

Date: _____

RE: Property located at: 821 Olive Street
and legally described as PACIFIC ADDITION LOT 90 S 6 FT LOT 91

(hereinafter the "Rehabilitated Property").

WHEREAS, the City of Cedar Falls, Iowa, has advanced certain sums to the following owner or owners: Michael Conrad and Ashley Conrad (hereinafter referred to as "Owner"), under the a Rental to Owner Conversion Program, which Program requires that an encumbrance be placed upon the above-described Property, upon the terms and conditions set forth below.

IT IS AGREED by the Owner as follows:

FOR VALUE RECEIVED, the undersigned Owner, jointly and severally promises to pay to the order of the City of Cedar Falls, Iowa, or its successors or assigns (hereinafter the "City"), the sum of ten thousand and 00/100 Dollars (\$10,000.00) (hereinafter the "Loan"), as follows:

- A. If the Property is sold or transferred within twelve (12) months of the date of this agreement, one hundred (100) percent of the Loan shall become due and payable to the City;
- B. If the Rehabilitated Property is sold or transferred any time between the 13th and 24th month from the date of this agreement, eighty (80) percent of the Loan shall become due and payable to the City;
- C. If the Rehabilitated Property is sold or transferred any time between the 25th and 36th month from the date of this agreement, sixty (60) percent of the Loan shall become due and payable to the City;
- D. If the Rehabilitated Property is sold or transferred any time between the 37th and 48th month from the date of this agreement, forty (40) percent of the Loan shall become due and payable to the City;

- E. If the Rehabilitated Property is sold or transferred any time between the 49th and 60th month from the date of this agreement, twenty (20) percent of the Loan shall become due and payable to the City:
- F. After the sixtieth (60) month from the date of this instrument, the entire amount of the Loan is forgiven and no money will be due and payable to the City;
- G. Owner shall own and occupy the Property as the Owner's principal residence at all times during the sixty (60) month period described herein. In the event the Owner fails to occupy the Rehabilitated Property as the Owner's principal residence for any period of two (2) consecutive months, for any reason, or sells, transfers, rents, abandons, vacates or otherwise in any manner fails to occupy the Property, whether voluntarily or involuntarily, prior to the termination of the sixty (60) month period described herein, Owner shall immediately notify the City thereof. If during said sixty (60) month period, Owner shall violate the foregoing requirements, Owner shall immediately pay to the City the percentage of the unforgiven principal amount of the Loan, based upon the foregoing schedule, for the period between the date of this agreement and the date Owner fails to meet the foregoing requirements.
- H. Notwithstanding the provisions of paragraph G. above, if the failure of Owner to comply with the requirements of paragraph G. is due to medical circumstances beyond the reasonable control of Owner as defined in this paragraph, the entire amount of the Loan shall be forgiven, and no money will be due and payable to the City. For purposes of this agreement, "medical circumstances beyond the reasonable control of the Owner" shall include, without limitation, the death of the Owner, and the relocation of the Owner if prescribed by a medical doctor for health or disability reasons, with said relocation being to another climate, to a nursing or other care facility, or to an apartment or other facility, if deemed by Owner's medical doctor as more suitable for the health and care of the Owner.

 Michael Conrad
 OWNER

 Ashley Conrad
 OWNER

STATE OF IOWA)
) ss:
 COUNTY OF BLACK HAWK)

This instrument was acknowledged before me on the ____ day of _____, 2019, by Michael Conrad and Ashley Conrad.

 Notary Public in and for the State of Iowa



**DEPARTMENT OF COMMUNITY DEVELOPMENT
RENTAL TO SINGLE FAMILY OWNER CONVERSION INCENTIVE PROGRAM
APPLICATION**

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613

Property's Address: 821 Olive St.

Property Zoning (circle one): R1 (R2) Other

Name of Applicant: Michael & Ashley Conrad

Applicant's Email: mconrad@mconradmusic.com Daytime Phone #: 563-940-5675

Current Deed Holder or Contract Buyer: Michael & Ashley Conrad (formerly Richard Lockhard)

Mailing Address of Owner (if different than above): _____

Owner's Email: _____ Daytime Phone #: _____

Nature of improvements (specify): New concrete to replace deteriorating driveway

(and deficient sidewalk in front of property). Replace deteriorating and unsightly

Estimated or Actual Cost of Improvements: \$20,000 + one-stall garage with a new two-stall garage.

Proposed Start Date: May 2019 Estimated or Actual Date of Completion: July 2019

Lender: US Bank Daytime Phone #: 319-273-8758

Lender Address: 222 Washington Street, Cedar Falls, IA 50613

Applicants Signature: [Signature] Date: 1/1/2019

Name (Printed): Michael Conrad

↓
New siding will follow eventually

FOR CITY USE ONLY

CITY COUNCIL	Application Approved / Disapproved
	Reason (if disapproved): _____
	Date: _____ Resolution No. _____
	Attested by the City Clerk
ASSESSOR	Present Assessed Value of Structure _____
	Assessed Value with Improvements _____
	Eligible or Non-eligible for Tax Abatement _____
	Assessor _____ Date _____

Michael Conrad
821 Olive Street
Cedar Falls, IA 50613

January 1, 2019

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613

Department of Community Development:

After years of serving as a rental property, followed by a period of vacancy, 821 Olive Street needs some love and care. When I accepted a job at the University of Northern Iowa as a tenure-track Assistant Professor in the School of Music, my wife and I bought this house with the hope that we could raise our children here in Cedar Falls and become a part of the community. We want to be good neighbors, and we hope that the improvements we plan to make to our new home will project a kind and welcoming image to all who see the property on the corner of Olive Street and 9th Street.

The first phase of the project will be to replace the deficient sidewalks in front of the house. This is not only important from a safety standpoint, but it will also provide a better looking/more welcoming path for families to take walks, etc.

The most expensive and significant portion of the project will be the building of a new garage. As a dual-income household, my wife and I each take separate vehicles to our places of employment. Especially considering the winter climate in Cedar Falls, it is important that we are both able to safely park our vehicles in a covered garage. The current garage is very old, very small, and falling apart. The cement floor has several large cracks, and it is not flush with the concrete of the driveway. We would love to remove the current garage and replace it with a new, safe, and fresh-looking garage that will prevent us from having to keep one of our cars parked on the street.

Ashley and I would like to update the siding on the property and give the exterior of the house a new color, but we understand that the renovation of the garage must take place first so that the house and the garage can match when all is said and done.

The new driveway, new garage, and eventually new siding or paint job, will have an enormous positive impact on the value of the house and the look of the property. Sitting on a corner lot, 821 Olive Street is highly visible, and has the potential to give the entire neighborhood a facelift. Our next door neighbors recently completed some exterior

improvements on their property, and we would love to continue the trend of improving the look of this block in Cedar Falls.

We are aware that this house has a complicated history as a rental property. It was rented by the former owner to his ex-wife as part of a divorce settlement before sitting vacant for a time (please contact Rich Lockhard at richard@sulentificischels.com if you need any further evidence of this). Beginning in June of 2018, Ashley and I rented the house from Rich for four months before ultimately buying it. We hope that the City of Cedar Falls will be understanding of these unique circumstances, and will give our application full consideration, in spite of the fact that this case does not meet the criteria in the normal, clear-cut way.

Simply put, without financial assistance from the city, we would have to wait multiple years to begin the primary phase of this project. If granted this forgivable loan, we would be able to tackle this project as soon as the summer of 2019.

Thank you so much for your consideration. Please contact me at 563-940-5675 or mconrad@mconradmusic.com if you have any questions about the scope of the project, the documentation provided, or the anticipated positive impact on the neighborhood.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Conrad". The signature is fluid and cursive, with the first name "Mike" being more prominent than the last name "Conrad".

Michael Conrad

BLACK HAWK COUNTY REAL ESTATE ASSESSMENT AND TAX INFORMATION

Parcel ID		Deed Holder	Tax Mail to Address		
8914-12-351-005		CONRAD, MICHAEL CONRAD, ASHLEY	CONRAD, MICHAEL CONRAD, ASHLEY		
PDF No.	Map Area	Contract Buyer	821 OLIVE ST CEDAR FALLS, IA 50613-0000		
9	SCDRFLS-03				
Property Address			Current Recorded Transfer		
821 OLIVE ST CEDAR FALLS, IA 50613-2528			Date Drawn	Date Filed	Recorded Document
			10/1/2018	10/2/2018	2019 005512
					Type
					D

SALES			BUILDING PERMIT			
Date	Amount	NUTC / Type	Date	Number	Amount	Reason
10/1/2018	157,000	NORMAL - 12 / Deed	11/6/2014	CF HA 0065	0	Furnace
9/2/2004	128,000	SALE BY LENDING INSTITUTION OF PROPERTY ACQUIRED AS RESULT OF ... - PRIOR 09 / Deed	8/15/2012	CF 22150	9,750	Roof
1/28/2004	109,736	SHERIFF OR TAX SALE - PRIOR 09 / Deed				
12/22/1998	113,500	NORMAL ARMS-LENGTH TRANSACTION - PRIOR 09 / Deed				

ASSESSED VALUES/CREDITS

Year		Class				
2018		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	22,930	0	142,750	0	165,680	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	13,051	0	81,250	0	94,301	

Year		Class				
2017		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	22,930	0	142,750	0	165,680	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	12,754	0	79,399	0	92,153	

Year		Class				
2016		R				
100% Value	Land	Multi-Residential Land	Dwelling	Building	Total	Acres
	22,930	0	142,750	0	165,680	0
Taxable Value	Land	Multi-Residential Land	Dwelling	Building	Total	
	13,056	0	81,281	0	94,337	

TAX INFORMATION ASSESSMENT YEAR 2017 PAYABLE 2018/2019

Tax District 910001 - CEDAR FALLS						
	Gross Value	Taxable Value	Military Exemption	Levy Rate	Gross Tax	Net Tax
Corp	165,680	92,153	0	33.2251	\$3,061.79	\$3,062.00
Nocorp	0	0	0	0	\$0.00	
	Homestead Credit	Disabled Veteran Credit	Property Tax Relief Credit	Ag Credit	Business Property Tax Credit	
Corp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nocorp			\$0.00			

LEGAL

PACIFIC ADDITION LOT 90 S 6 FT LOT 91

LAND

Basis	Front	Rear	Side 1	Side 2	Lot	Area	Acres
Front Foot	72	72	132	132	0	9504	0.218
Totals:						9504	0.218

DWELLING CHARACTERISTICS

Type		Style		Total Living Area				
Single-Family / Owner Occupied		2 Story Frame		1940				
Year Built	Area	Heat		AC		Attic		
1920	728	Yes		Yes		Floor & Stairs		
Total Rooms Above		Total Rooms Below		Bedrooms Above		Bedrooms Below		
8		0		3		0		
Basement		Basement Finished Area		No Basement Floor				
Full		225		0				
Foundation				Flooring				
C Blk				Carp / Vinyl				
Exterior Walls				Interior Finish				
Wd Lap				Plas				
Roof								
Asph / Gable								
Non-Base Heating	Floor/Wall		Pipeless		Handfired		Space Heaters	
0								
Additions	Year Built	Style	Area	Basement (SF)	No Basement (SF)	Heat	AC	Attic
	1920	1 Story Frame	276	0	0	Yes	Yes	0
	1920	1 Story Frame	96	96	0	Yes	Yes	0
	1920	1 Story Frame	96	96	0	Yes	Yes	0
	1920	1 Story Frame	16	0	0	Yes	Yes	0
Plumbing	1 Full Bath			<				
	1 Toilet Room							
	1 Sink							
1 Shower Stall/Tub								
1 Whirlpool/Sauna								
Porch	Style		Area					
	1S Frame Open		48					
Deck	Style		Area					
	Concrete Patio-Low		252					

GARAGES

BASEMENT STALLS

Year Built	Style	Width	Length	Area	Basement	Qtrs Over	Area	AC	
1945	Det Frame	12	18	216	0	None	0	0	None

Entry Status: Inspected



Image taken from Zillow





Cost Estimate for Garage Renovation Project - 821 Olive Street, Cedar Falls

Material/Service	Cost Per Unit	Size/Amount/Time	Total Cost
Cement Slab	\$5.50/sq. ft.	app. 70 sq. ft.	\$385
Concrete for Driveway	\$1.50/sq. ft.	app. 600 sq. ft.	\$900
Building Materials for Garage	(see attached list)	(see attached list)	\$5,751.31
Labor Cost	\$75/hour	200 total man hours	\$15,000
GRAND TOTAL Estimate:			\$22,036.31



CEDAR FALLS, 1125 BRANDILYNN BLVD, CEDAR FALLS, IA, 319-266-5233

Design Material List

Please take this to your Building Materials Department at your local Menards store and ask about how you can get your materials.

SKU	Description	Quantity	Usage
1004547	28-0-0 Dropped End 4.0/12	2	End Truss
1021091	2 x 4 x 92-5/8" Pre-Cut Stud Construction/Framing Lumber	102	Wall Stud
1021101	2 x 4 x 8' Construction/Framing Lumber	2	Top Plate
1021143	2 x 4 x 16' Construction/Framing Lumber	9	Gable Overhang Framing
1021143	2 x 4 x 16' Construction/Framing Lumber	12	Top Plate
1021143	2 x 4 x 16' Construction/Framing Lumber	4	Lateral Brace
1021774	2 x 6 x 12' Construction/Framing Lumber	1	Fascia Framing
1021790	2 x 6 x 16' Construction/Framing Lumber	7	Fascia Framing
1021884	2 x 8 x 8' Construction/Framing Lumber	1	Entry Door Eave Header
1110850	2 x 4 x 16' Ground Contact AC2@ Green Pressure Treated Lumber	7	Bottom Plate
1242728	7/16 x 4 x 8 OSB	33	Wall Sheathing
1242809	1/2 x 4 x 8 OSB	30	Roof Sheathing
1461004	ABTCO@ 1/2" Vinyl Starter Strip	11	Vinyl Starter
1465055	Cedar Creek™ Double 4" x 12' 6" Clay Vinyl Siding	125	Siding
1465327	ABTCO@ 10' Clay Outside Corner Trim	4	Outside Corner
1465343	ABTCO@ 5/8" Clay Vinyl J-Channel	12	J-Trim
1465356	ABTCO@ 10' Clay Undersill Trim	5	Undersill
1511827	Owens Corning@ WeatherLock@ G Granulated Self-Sealing Ice and Water Barrier 3' x 66.7" (200 sq. ft.)	2	Ice & Water Barrier
1511910	Owens Corning Starter Strip Plus Shingles (105 lin. ft. per bundle)	1	Shingle Starter
1512369	Owens Corning@ ProEdge@ Hip and Ridge Shingles (33.7 lin. ft.)	1	Hip and Ridge Shingles
1513178	Owens Corning@ TruDefinition@ Duration@ Limited Lifetime Warranty Architectural Shingles (32.8 sq. ft.)	31	Shingles
1571398	12' Aluminum Style D Roof Edging	11	Roof Edge
1571567	Sell Even White 6" x 12' Aluminum Rustic Fascia	11	Fascia
1571666	Grip Fast@ 1-1/4" White Aluminum Trim Nail - 1/4 lb. Box	1	Fascia Fasteners
1571937	Sell Even Hickory 12' Aluminum F-Channel	10	Soffit J-Trim
1572030	Sell Even Hickory 16" X 12' Aluminum Vented Soffit	15	Soffit
1611602	Plymouth Foam 3-1/2" x 50' Foam Sill Sealer	3	Sill Seal
1612996	Kimberly-Clark BLOCK-IT@ 9' x 75' House Wrap	2	House Wrap
1613222	Intertape Polymer Group 1.88 Inches wide x 54.6 yards long Red Sheathing Tape	1	House Wrap Tape
1794360	8 x 8 x 16 Standard Concrete Block	78	Concrete Block
1871377	28-0-0 Common 4.0/12	11	Truss

SKU	Description	Quantity	Usage
1891180	Mortar Mix Type S - 80 lb	6	Mortar
2082165	Grip Fast@ 1-1/4" Electro-Galvanized Coil Roofing Nails -7,200 Count	1	Roofing Nails
2271617	MiTek@ 24" O.C. Multi-Unit Truss Spacer	5	Truss Spacer
2293672	Grip Fast@ 1-1/2" Vinyl Siding Nail - 2 lb. Box	4	Siding Fasteners
2295347	Grip Fast@ 2-1/2" 8D Vinyl-Coated Smooth Shank Sinker Nail - 5 lb. Box	7	Sheathing Fasteners
2295363	Grip Fast@ 3-1/2" 16D Vinyl-Coated Smooth Shank Sinker Nail - 5 lb. Box	6	Framing Nails
2300042	FastenMaster@ TimberLOK@ 5/16" x 6" Hex Drive Black Hex Head Wood Screw - 50 Count	1	Truss Fastener
2329028	Grip Fast@ 1/2" x 10" Hot Dipped Galvanized Anchor Bolt w/ Nut & Washer - 25 Count	1	Anchor Bolts
4140331	Mastercraft@ Embossed 30" W x 80" H Primed Steel 6-Panel Prehung Exterior Door - Left Inswing	1	Service Door
4334206	Nelson 6" Pine Shims - 9-pack	1	Opening Shim
4400207	Tru-Bolt@ Madison Entry Combo - Knob - Satin Chrome	1	Service Door Lock

	Design Name: Garage Design	Design ID: 330257954966	Estimate ID: 65624
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Estimated Total Materials Cost: \$5,700.57



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
Matt Tolan, Civil Engineer II
DATE: February 28, 2019
SUBJECT: Greenhill Village Townhomes II – Preliminary Plat

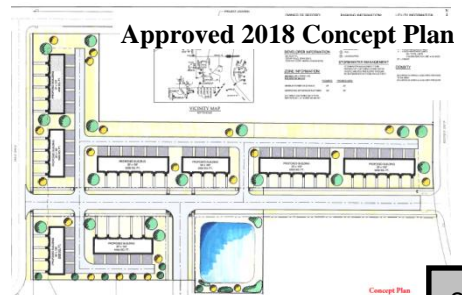
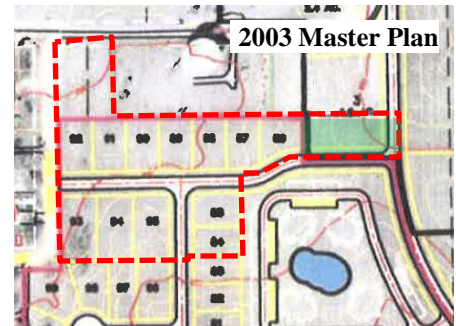
REQUEST: Request to approve the Greenhill Village Townhomes II Preliminary Plat
PETITIONER: Panther Farms LLC – owner; CGA Engineers – Civil Engineer
LOCATION: 5.3 acres southeast of the Greenhill Road and Hudson Road intersection

PROPOSAL

The applicant is proposing to subdivide a 5.3 acre parcel in the MU, Mixed Use Residential, zoning district with the intent to develop townhome buildings. The proposal consists of one developable lot, tracts for future streets and stormwater basins, and two outlots as placeholders for future development.

BACKGROUND

In 1998 the approximately 130 acres of the Greenhill Village property was rezoned to MU, Mixed Use Residential. This rezoning was accompanied by the creation of a Greenhill Village Master Plan that was to be used as a guide for the development in this area. Since that time there have been a number of amendments to the Greenhill Village Master Plan. The most recent amendment to the Master Plan was approved in April 2018. This amendment to the Master Plan focused on the 5.3 acres southeast of the Greenhill Road and Hudson Road intersection; the area being considered in this request. The majority of the 5.3 acres were originally designated for single-unit residential development at a maximum density of 3.14 units an acre. This particular section the Master Plan showed 12 single unit homes. The shaded area in green, in the image on the top right, was originally marked for commercial development. The approved

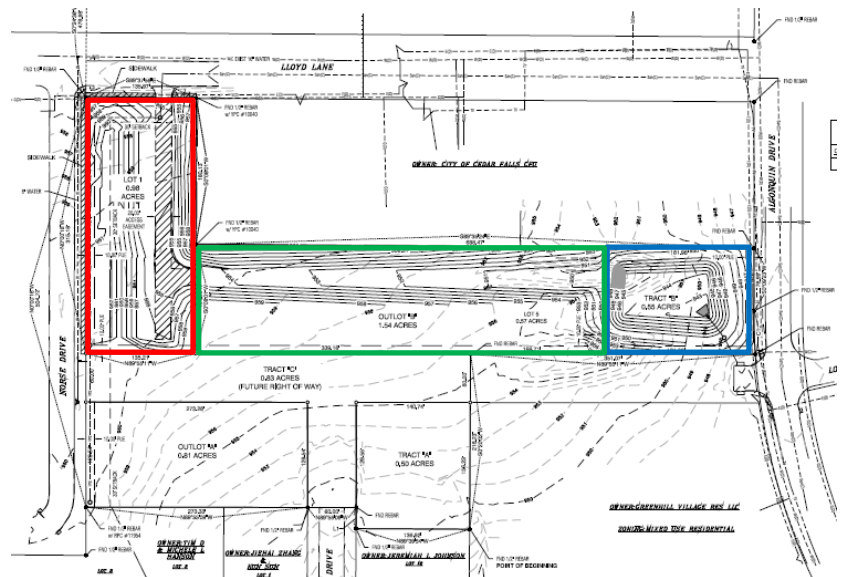


amendment to the Master Plan allows for medium density, multi-unit, residential development at a maximum density of 7.7 units an acre. The concept plan that was approved with this update to the Greenhill Village Master Plan presented a development of townhomes, see image on previous page. The concept plan shows 40 townhome units.

ANALYSIS

The property in question is located within the MU, Mixed Use Residential, zoning district. The intent of the MU district is to encourage a variety of housing types and neighborhood commercial land uses for the purpose of creating viable, self-supporting neighborhood districts. Therefore, MU districts permit a variety of uses ranging from neighborhood commercial to office to single-unit homes to multi-unit condominiums. The approved Greenhill Village Master Plan, attached, arranges the various permitted uses and densities by area and provides a guide for street connections within the district. The Master Plan designates this site for townhome development along an extension of Loren Drive, which will create an east-west connection to Norse Drive. The Master Plan also shows Addison Drive extending north to connect to the extension of Loren Drive. This connection will create another point of egress and ingress for the residential properties to the south. Additional street connections in this area will help to distribute traffic by providing multiple travel routes through the neighborhood. The layout of the proposed Greenhill Village Townhomes II Preliminary Plat provides the street connections as described and is consistent with the approved Greenhill Village Master Plan.

The proposed Preliminary Plat will create one buildable lot, Lot 1, outlined in red to the right. This lot will be 0.98 acres in size. The remainder of the site's 5.3 acres will be platted as a tract for future street connections (Tract C), outlots for future development (Outlots A and Outlot B), and two tracts for detention basins (Tract A and Tract B). The detention basin in Tract B, outlined in blue in the image to the right, will be installed with the creation of Lot 1. Along with the installation of this detention basin, the land in Outlot B, outlined in green, will be graded to guide stormwater from Lot 1 to this detention basin. This improvement ensures that the water runoff from the new development that will occur on Lot 1 will be properly managed. This detention basin will be oversized to also serve future development that may occur in Outlot B. The second detention basin, Tract A, will be installed in the future when Outlots A and B are platted for development. A private alley is proposed coming south off of Lloyd Lane to provide access to Lot 1. This private alley connection meets city standards and allows more flexibility with the grading of the site as opposed to a connection coming from the south. Public sidewalks will be installed on the west and north sides of Lot 1 as well as the east side of Tract B. Other public sidewalks will be installed in conjunction with the future extension of Loren Drive and Addison Drive once Outlots A and B are platted for development. Utilities are readily available to this site. The developer will coordinate with CFU for extending the utility services to the proposed development.



Tract B on the Preliminary Plat replaces a six unit townhome building that was shown on the approved 2018 Concept Plan. With this change, at full build out, this site would have 34 townhome units with a density of 6.4 units an acre. The City's Future Land Use map defines medium density development as 4 to 12 units per acre. The original 1998 Rezoning and Master Plan for Greenhill Village defines medium density residential as 6-10 units an acre. This development is consistent with the adopted master plan, the intent of the MU district, and the City's Future Land Use map.

Note that Outlots A and B may not be developed until a separate Preliminary and Final Plat are reviewed and approved by the Commission and the City Council.

Traffic Generation: At the last two Commission meetings, concern was expressed about the amount of traffic that might be generated by this development. The City Engineer's Office notes that depending on the circumstances and corridor constraints, an urban two-lane roadway can handle capacities up to 1,000 vehicles per hour during peak times. As noted above, the proposed subdivision shows a detention basin in the place of one of the six unit townhome buildings shown in the concept plan. With this change, the proposed development at full build-out could have 34 townhome units. A townhome generates traffic similar to a single family home at approximately 7 trips per day per unit for a total of approximately 238 trips per day. With the new street connections proposed with this subdivision, multiple travel routes (Norse Drive, Lloyd Lane, Addison Drive, and the proposed Loren Drive) will be provided to nearby arterial and collector streets. Therefore, traffic generated by this development will not exceed the capacity of the existing streets. City staff will continue to monitor traffic volumes throughout the neighborhood and will make improvements as necessary.

TECHNICAL COMMENTS

City technical staff, including Cedar Falls Utilities (CFU) personnel, has reviewed the proposed Preliminary Plat. All technical comments have been addressed.

Basic platting documents have been submitted including plats and platting fee (\$300). A drafted Deed of Dedication, Attorney's Title Opinion, and Surveyor's Certificate have all been submitted.

The property is located outside of the designated floodplain. A courtesy notice to adjoining property owners for this Preliminary Plat was mailed on January 16, 2019. A second courtesy notice was sent to a larger area on February 4, 2019.

STAFF RECOMMENDATION

The proposed Greenhill Village Townhomes II Preliminary Plat is consistent with the zoning, the adopted master plan for this area, and meets the standards of the City's subdivision code. Therefore, the Planning & Zoning Commission and City Staff recommend approval of the proposed Preliminary Plat. The Preliminary Plat is an intermediate step in the development process. Approval of a Final Plat and a Site Plan will be required before development can proceed.

PLANNING & ZONING COMMISSION

Discussion 1/23/2019	Chair Oberle introduced the item and Ms. Lehmann provided background information. She explained that Panther Farms LLC is proposing to subdivide 5.3 acres of land southeast of the Greenhill and Hudson Road intersection. She displayed the approved concept plan tied to this location and explained that the
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area is considered medium density residential. The proposed Subdivision Plat is consistent with the concept plan. The proposal consists of one developable lot (Lot 1), tracts for future streets and stormwater basins, and two outlots as placeholders for future development. She discussed the proposed detention basin and the flow of the runoff, sidewalks, and a private alley that will service Lot 1. Utilities are available to the site. Ms. Lehmann noted that another Preliminary and Final Plat will be required before the two outlots can be developed. Staff recommends gathering comments from the Commission at this time and continuing discussion at the next Planning and Zoning meeting.

Mr. Wingert recused himself due to a conflict of interest.

James Denny, 4622 Hudson Road, stated that the area was supposed to be buffered with single-family houses and explained his concerns with traffic and safety issues that this higher density development would bring. He claimed to have been unaware of the Master Plan update that occurred in the spring of last year.

Tim Hanson, 1517 Athens Court, noted his concerns of decreasing property values and water runoff issues. He also noted that this was the first time he was made aware of higher density development being allowed in this area.

Ms. Lehmann noted that staff has looked into the water runoff issues and noted that at full-build-out there will be two detention basins that will serve the site. The site will be graded so that stormwater will flow toward the new stormwater basins and not on to neighboring properties.

Mr. Leeper asked if traffic concerns had been looked into. Ms. Lehmann said that staff would look into it.

The item will continue to the next meeting.

Discussion
2/13/2019

Chair Oberle introduced the item and noted additional correspondence received from the public. Ms. Lehmann provided background information, explaining that Panther Farms LLC is proposing to subdivide 5.3 acres of land near the southeast corner of the Greenhill and Hudson Road intersection. She noted that staff has been made aware that there is general confusion about the project and its background. She discussed the history from the beginning in 1994, starting with the rezoning, explaining that there was an error in the information on the county website. She discussed the original master plan that was approved in 1998 and an amended master plan created in 2003. In 2018 a request was submitted to allow for a multi-unit residential development that included a corner for commercial development. She provided an explanation of staff's decision to support the request as well as detailed information regarding the proposed plan. She also provided details on the notifications for this project.

Ms. Lehmann explained that there were concerns expressed with the traffic flow that this new development would create. She provided information to show that the surrounding streets are designed to handle the anticipated traffic from this development. New street connections will help to distribute the traffic and pro

additional routes for the neighborhood. She also described how parking would be provided for the proposed townhomes, with access to two-car garages from rear alleys, which will maintain the entire street frontage for additional on-street parking, if needed. This design will create more parking than would be provided with development where there are multiple driveways that reduce the possibility for on-street parking. Staff recommends approval of the proposed preliminary plat, subject to the resolution of the technical comments, including:

- Deed of Dedication to be finalized with the Final Plat
- Expansion of the utility easement on the west side of Outlot A to 20'
- Updating the legal description by replacing "Greenhill Village" with "Greenhill Village Second Addition"

Steve Troskey, planner with CGA Engineer, representing the developer, presented the project. He explained that there will be two buildings with a total of nine townhome units. At full buildout for the entire site there will be seven buildings with 34 units. The units are three-story houses, with three bedrooms, an office and two enclosed parking spaces. He noted that they would be built to single-family standards.

Chris Noland, 1510 Athens Court, stated that neither his neighbors nor he recall getting a letter in 2018 when the change to the master plan was first discussed. He also expressed concerns that the zoning was incorrect on the Black Hawk County website and had not been changed. Mr. Nolan asked Mr. Wingert about the potential number of units and Mr. Wingert stated that he could not discuss the matter as he is abstaining from the item. Mr. Nolan stated that he is firmly against the project.

Tim Tjarks, 1521 Athens Court, stated his residence is directly beside the future development. He reiterated his support for Mr. Nolan's comments and that he is opposed to the project.

James Denny, 4622 Hudson Road, stated his opposition to the project and his concerns about the notifications. He would like to see this deferred until they have the opportunity to discuss it further.

Nalin Goonesekere, 1518 Athens Court, stated that he feels that residents were not given notification and were not allowed due process.

Jessica Vickers, 1531 Andover Court, stated her concern with the additional traffic.

Robin Frost, 4718 Addison Drive, stated her concern with the proposed plans and would like for the process to go back to the beginning to give the neighborhood a chance for discussion.

Karmen Woelber, 4808 Algonquin Drive, Unit 6, lives in the townhomes to the north of this proposed development and has been surprised how many units end up being rentals for college students. She believes it has made a change to the

feel of the neighborhood.

Mr. Troskey addressed some of the concerns raised by the neighbors. He noted that these units will be designed similar to single family homes, with the only difference being that they share a wall with the neighboring units. He stated that the developer plans to market these homes for sale. He also noted that at this time the focus is just on the first phase with the two buildings.

Ms. Howard reiterated that at this time the discussion is just in regard to the proposed preliminary plat. The site plan will be the next discussion.

Ms. Oberle asked staff about notification requirements. Ms. Howard stated that there is a legal requirement to send notification on any rezonings, and this was done in 1998. Subsequent changes to the master plan do not require notification, but the city does notify surrounding properties as good practice, but it is not a legal requirement. She stated that city records indicate that a mailing to surrounding properties was sent prior to the change to the master plan, as described by Ms. Lehmann. Ms. Saul asked about the small area (300 ft. from property) that the notifications are required to be sent to. Ms. Lehmann stated that the City increased that area for the mailings for the master plan update to ensure more of the neighborhood was aware of the project.

Mr. Holst stated that he doesn't feel comfortable moving forward with something until the community has a chance to voice their opinions. Ms. Giarusso stated her concern that the county website has had incorrect information for 20 years. Ms. Saul asked what the process would be to go back to discuss the Master Plan amendment. Mr. Larson stated that the matter at hand was not a change to the master plan, but consideration of a plat. Ms. Howard confirmed that the change to the master plan has already been adopted by the City Council and the City Council would have to approve any change to the currently adopted master plan and the regular process must be followed for any change. She reiterated that while it is unfortunate that the neighbors feel that there was not adequate notice about the change to the master plan, the Commission must consider the application before them, which is a preliminary plat, and that it must be considered according to the currently adopted master plan and the City subdivision standards.

Mr. Holst asked if the developer would consider modifying the plan. He stated his concern with the communication issues.

Mr. Hartley made a motion to defer the matter to the February 27th meeting. Ms. Adkins seconded the motion. The motion was approved with 7 ayes (Adkins, Giarusso, Hartley, Holst, Larson, Oberle, and Saul), 1 abstention (Wingert) and 0 nays.

Discussion
and Vote
2/27/2019

Mr. Holst introduced the item. Ms. Howard reviewed the role of the Planning and Zoning Commission. She noted that the Commission does not have the authority to amend the master plan for Greenhill Village that was adopted by resolution of the City Council in April of 2018. She also noted that only the owner of the property in question or the City Council has the authority to petition for a chan

to the master plan. If such a petition is made, only then can it be placed on the Commission agenda for consideration.

Ms. Lehmann stated that additional correspondence has been received from the public and that these correspondences have been shared with the Commission and will be filed as part of the public record. Ms. Lehmann then provided background information on the project, explaining that Panther Farms LLC is proposing to subdivide 5.3 acres of land near the southeast corner of the Greenhill and Hudson Road intersection. Ms. Lehmann went through much of the same background that was presented at the February 13th Planning and Zoning Commission meeting. Ms. Lehmann also provided further analysis on the intent of the MU district and the history of the Master Plan updates. She explained that the intent of this district is for a mixture of housing densities and that other medium to high density developments were already part of the 2003 Master Plan update. She noted that the MU district code specifically states that the majority of the development and developable land within the district should be dedicated to uses other than detached single family residential development. She clarified that this proposed development at 6.4 units an acre falls on the lower end of the Medium density residential scale (defined as 6-10 units an acre by the original 1998 rezoning).

There was further discussion on the mailings that were sent for the Master Plan amendment in 2018. Residents continue to claim that they never received the courtesy letter that the city sent. Residents reiterated their concerns and objections to the project from the February 13th Planning and Zoning Commission meeting.

Mr. Holst reminded the public in attendance that the Planning and Zoning Commission does not have the authority to act on the previously approved amendment to the Master Plan at this time. He urged those in attendance to attend the City Council meeting where the issue of the master plan could be further discussed. After discussing the project, the Planning and Zoning Commission agreed that the proposed Greenhill Village Townhomes II Preliminary Plat is consistent with the zoning, the adopted master plan for this area, and meets the standards of the City's subdivision code. The Commission unanimously approved the recommendation for City Council to approve the Greenhill Village Preliminary Plat.

Attachments: Greenhill Village Master Plan
Preliminary Plat
Drafted Deed of Dedication
Written correspondence

ORIGINAL MASTERPLAN - 2003

HIGHLIGHTED -
PROPOSED
CHANGE

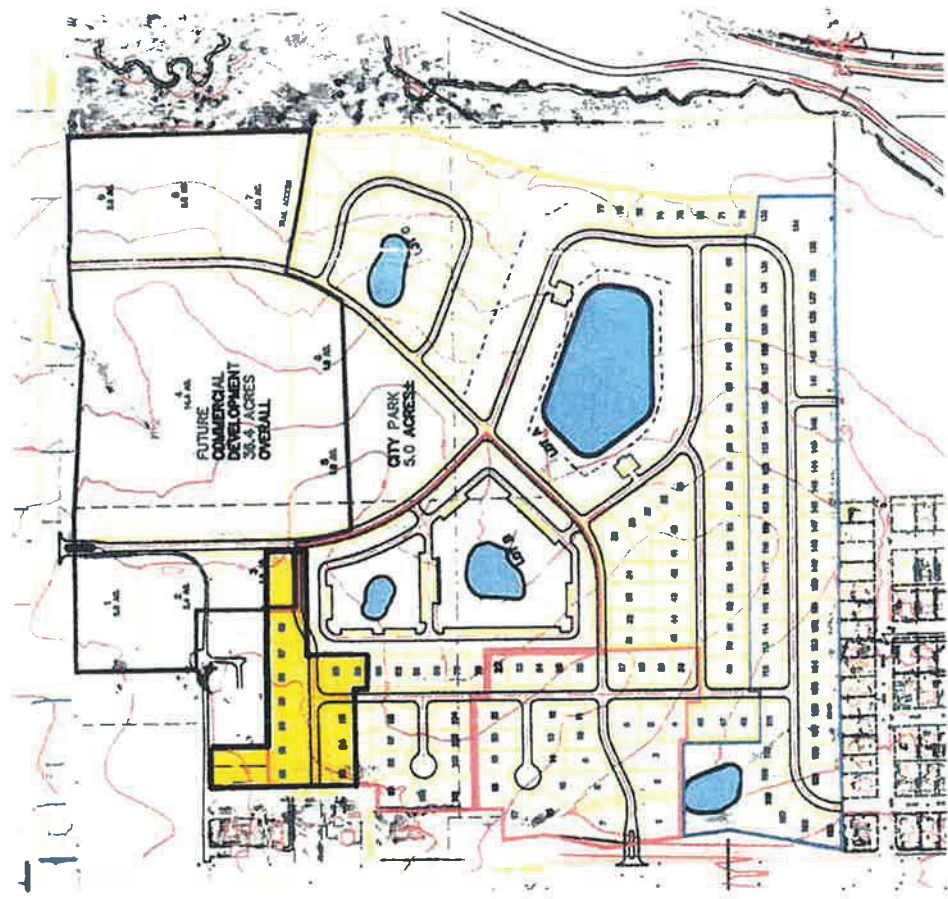
GREENHILL VILLAGE
CEDAR FALLS, IOWA



-  NUMBER OF 1.5 UNIT LUXURY CONDOMINIUM BLDGS = 12 TOTAL
-  NUMBER OF 2 UNIT PATIO HOMES = 20 TOTAL
-  NUMBER OF 6 UNIT TOWNHOME BLDGS = 20 TOTAL
-  NUMBER OF SINGLE FAMILY LOTS = 100

PHASES

- PHASE I** 10.6 ACRES OVERALL
10.6 ACRES SINGLE FAMILY
30 SINGLE FAMILY LOTS
2.80 UNITS/ACRE
- PHASE II** 42.7 ACRES OVERALL
10.1 ACRES LOT A
20 - 6 UNIT TOWNHOME BLDGS
11.9 UNITS/ACRE
11.0 ACRES LOT C
20 - 2 UNIT PATIO HOMES
80 UNITS TOTAL
6 UNITS/ACRE
21.6 ACRES SINGLE FAMILY
47 SINGLE FAMILY LOTS
2.18 UNITS/ACRE
8.8 ACRES SINGLE FAMILY
27 SINGLE FAMILY LOTS
3.14 UNITS/ACRE
- PHASE III** 21.3 ACRES OVERALL
12.7 ACRES LOT B
12 - 12 UNIT LUXURY CONDOMINIUM BLDGS
144 UNITS TOTAL
11.3 UNITS/ACRE
- PHASE IV** 16.1 ACRES OVERALL
16.1 ACRES SINGLE FAMILY
84 SINGLE FAMILY LOTS
5.20 UNITS/ACRE
- CITY PARK COMMERCIAL DEVELOPMENT**
38.4 ACRES
3.8 ACRES



DATE: 11/11/03	SCALE: 1" = 100'	PROJECT: GREENHILL VILLAGE	PHASE: CONCEPT PLAN
DRAWN BY: JAC	CHECKED BY: JAC	DESIGNED BY: JAC	APPROVED BY: JAC
DATE: 11/11/03	SCALE: 1" = 100'	PROJECT: GREENHILL VILLAGE	PHASE: CONCEPT PLAN
DRAWN BY: JAC	CHECKED BY: JAC	DESIGNED BY: JAC	APPROVED BY: JAC

DAVE L. HARRIS, INC.
200 WEST MAIN STREET, SUITE 200
CEDAR FALLS, IOWA 52601
PHONE: 319.251.1111
FAX: 319.251.1112

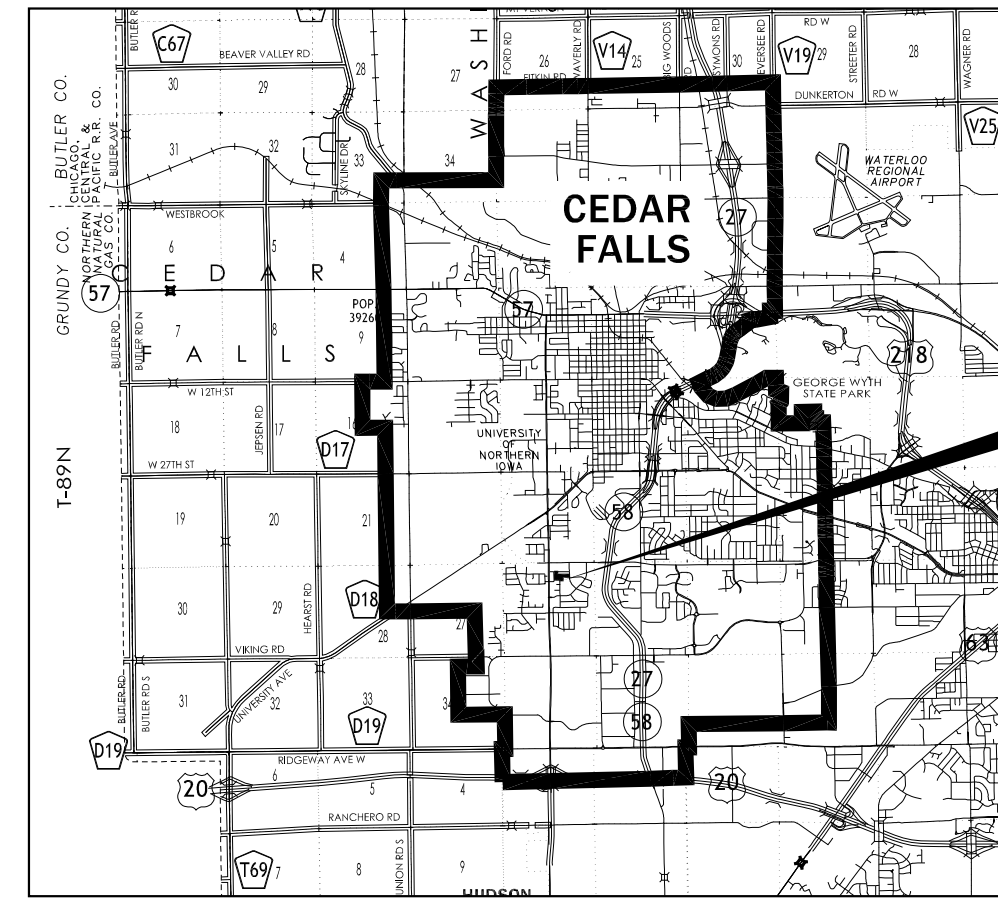
GREENHILL VILLAGE
CEDAR FALLS, IOWA

CONCEPT PLAN

PRELIMINARY PLAT GREENHILL VILLAGE TOWNHOMES II CEDAR FALLS, IOWA

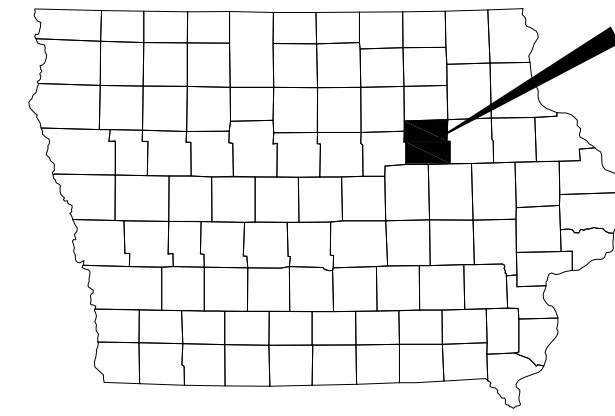
LEGEND

EXISTING	PROPOSED	
		EVERGREEN TREE
		DECIDUOUS TREE
		SHRUBS (BUSHES)
		TREE LINE
		SIGN (TYPE AS NOTED)
		FENCE
		SILT FENCE
		CONTOUR LINE
		WATERLINE
		WATER VALVE
		FIRE HYDRANT
		SANITARY SEWER LINE
		STORM SEWER LINE
		MANHOLE
		CLEANOUT
		INTAKE
		BEEHIVE INTAKE
		GAS LINE
		GAS VALVE
		OVERHEAD ELECTRICAL LINE
		BURIED ELECTRICAL LINE
		POWER POLE
		STREET LIGHT
		ELECTRICAL BOX/TRANSFORMER
		TELEPHONE LINE
		TELEPHONE PEDESTAL

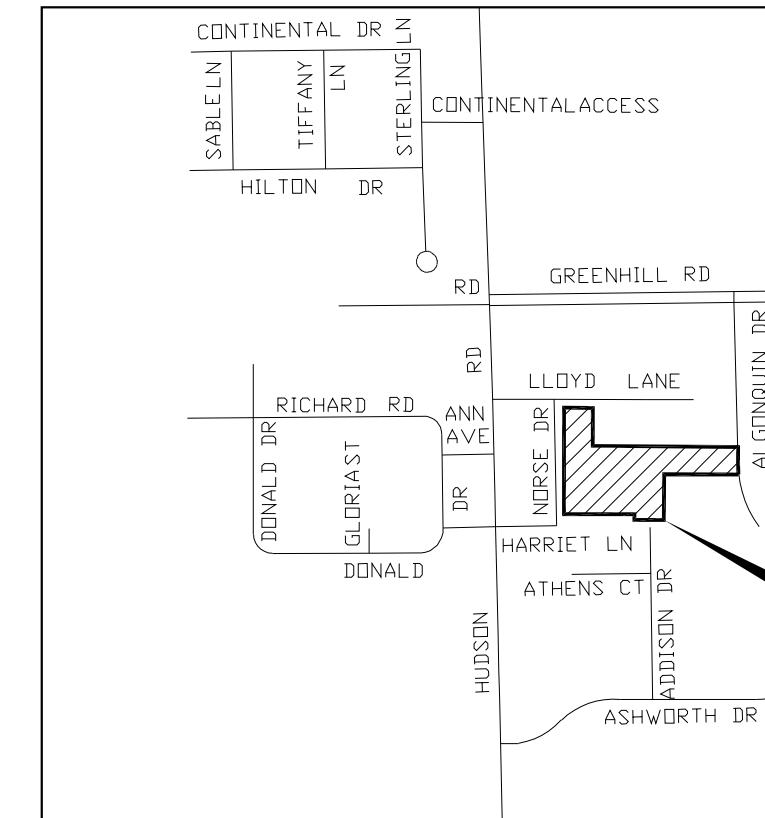


LOCATION MAP

NOT TO SCALE



CEDAR FALLS
BLACK HAWK CO.,
IOWA



VICINITY MAP

NOT TO SCALE

SURVEYOR AND ENGINEER

JEREMY A. HARRIS, P.L.S.
ADAM DATERS, P.E.
CLAPSADDLE-GARBER
ASSOCIATES
P.O. BOX 754 - 16 E. MAIN
STREET
MARSHALLTOWN, IOWA 50158
(641)752-6701

ZONING INFORMATION:

CURRENT: MU - MIXED USE

SURVEY REQUESTED BY:

PANTHER FARMS, L.L.C.
BRIAN WINGERT
CEDAR FALLS, IOWA 50613

CLOSURE:

- ALL SUBDIVISION BOUNDARIES ARE WITHIN THE 1:10,000
ERROR OF CLOSURE REQUIREMENT
- ALL LOTS ARE WITHIN THE 1:5000 ERROR OF CLOSURE
REQUIREMENT.

NOTE:

ALL BEARINGS ARE THE RESULT OF G.P.S.
OBSERVATIONS USING NAD83 IOWA STATE PLAN
NORTH ZONE

OWNERS OF RECORD

PANTHER FARMS LLC
604 CLAY ST.
CEDAR FALLS, IOWA 50613

FLOOD ZONE:

FEMA FIRM MAP NUMBER 19013C0277F
ZONE X (UNSHADED)
EFFECTIVE JULY 18, 2011.

SITE DATA:

SETBACK=30' (CODE ALLOWS FOR 20' w/ APPROVAL)

SURVEY LEGEND

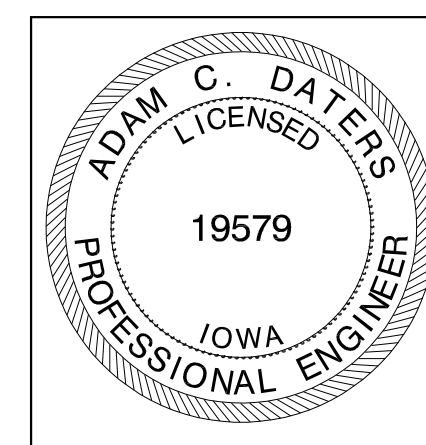
- ▲ GOVERNMENT CORNER MONUMENT FOUND
- △ GOVERNMENT CORNER MONUMENT SET
1/2" x 30" REBAR w/BLUE PLASTIC ID CAP #22259
- PARCEL OR LOT CORNER MONUMENT FOUND
- SET 1/2" x 30" REBAR w/BLUE PLASTIC
ID CAP #22259
- () RECORDED AS

LEGAL DESCRIPTION

SAID PROPERTY IS LEGALLY DESCRIBED AS:

GREENHILL VILLAGE TOWNHOMES II LOCATED IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 89 NORTH, RANGE 14 WEST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS LOT 12 OF GREENHILL VILLAGE SECOND ADDITION AND RECORDED IN INSTRUMENT NO. 2005-00020608 IN THE OFFICE OF THE RECORDER BLACK HAWK COUNTY, IOWA; THENCE, N89°39'54"W 139.92' ALONG THE NORTH LINE OF SAID GREENHILL VILLAGE SECOND ADDITION; THENCE, N0°19'47"E 26.06'; THENCE, N89°55'09"W 60.00'; THENCE, CONTINUING N89°55'09"W 273.33' TO A NORTHWEST CORNER OF LOT 3 OF SAID GREENHILL VILLAGE SECOND ADDITION, THE AFORESAID ALL BEING ALONG THE NORTH LINE OF SAID GREENHILL VILLAGE SECOND ADDITION, SAID POINT ALSO BEING A POINT ON THE EAST RIGHT OF WAY LINE OF NORSE DRIVE; THENCE, N0°00'16"W 504.72' ALONG SAID EAST RIGHT OF WAY LINE TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF LLOYD LANE; THENCE, S89°37'56"E 135.97' ALONG SAID SOUTH RIGHT OF WAY LINE; THENCE, S0°08'01"W 180.13'; THENCE, S89°35'24"E 688.47' TO A POINT ON THE WEST RIGHT OF WAY LINE OF ALGONQUIN DRIVE; THENCE, S0°09'23"W 76.99' ALONG SAID WEST RIGHT OF WAY LINE; THENCE, SOUTHERLY 53.45' ALONG THE ARC OF A 780.00' RADIUS CURVE, CONCAVE EASTERLY, HAVING A CHORD BEARING OF S1°47'42"E AND A CHORD DISTANCE OF 53.44' ALONG SAID WEST RIGHT OF WAY LINE; THENCE, N89°55'11"W 351.07'; THENCE, S0°20'02"W 216.23' TO THE POINT OF BEGINNING, CONTAINING 5.21 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

I FURTHER CERTIFY THAT THE ACCOMPANYING PLAT IS A TRUE REPRESENTATION OF SAID PROPERTY IN ACCORDANCE WITH MY FIELD NOTES; THAT THE DIMENSIONS OF THE STREETS, LOTS, AND EASEMENTS DEPICTED ON SAID PLAT ARE IN FEET AND DECIMALS THEREOF; AND THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND 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.



TO THE BEST OF MY KNOWLEDGE, THIS PRELIMINARY PLAT CONFORMS TO THE PRELIMINARY PLAT REQUIREMENTS OF THE CITY OF CEDAR FALLS, IOWA (NOT TO BE USED FOR CONSTRUCTION) MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019

Adam C. Daters, PE
Date

7 CITY COMMENTS CAQ 2-26-2019

NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE
1	CITY COMMENTS	CAQ	6-11-2018	4	GRADING/UTILITY CHANGES	LAW	9-24-2018
2	CITY COMMENTS	CAQ	7-23-2018	5	CITY COMMENTS	CAQ	10-22-2018
3	CITY COMMENTS	CAQ	9-8-2018	6	CITY COMMENTS	BMC	11-21-2018

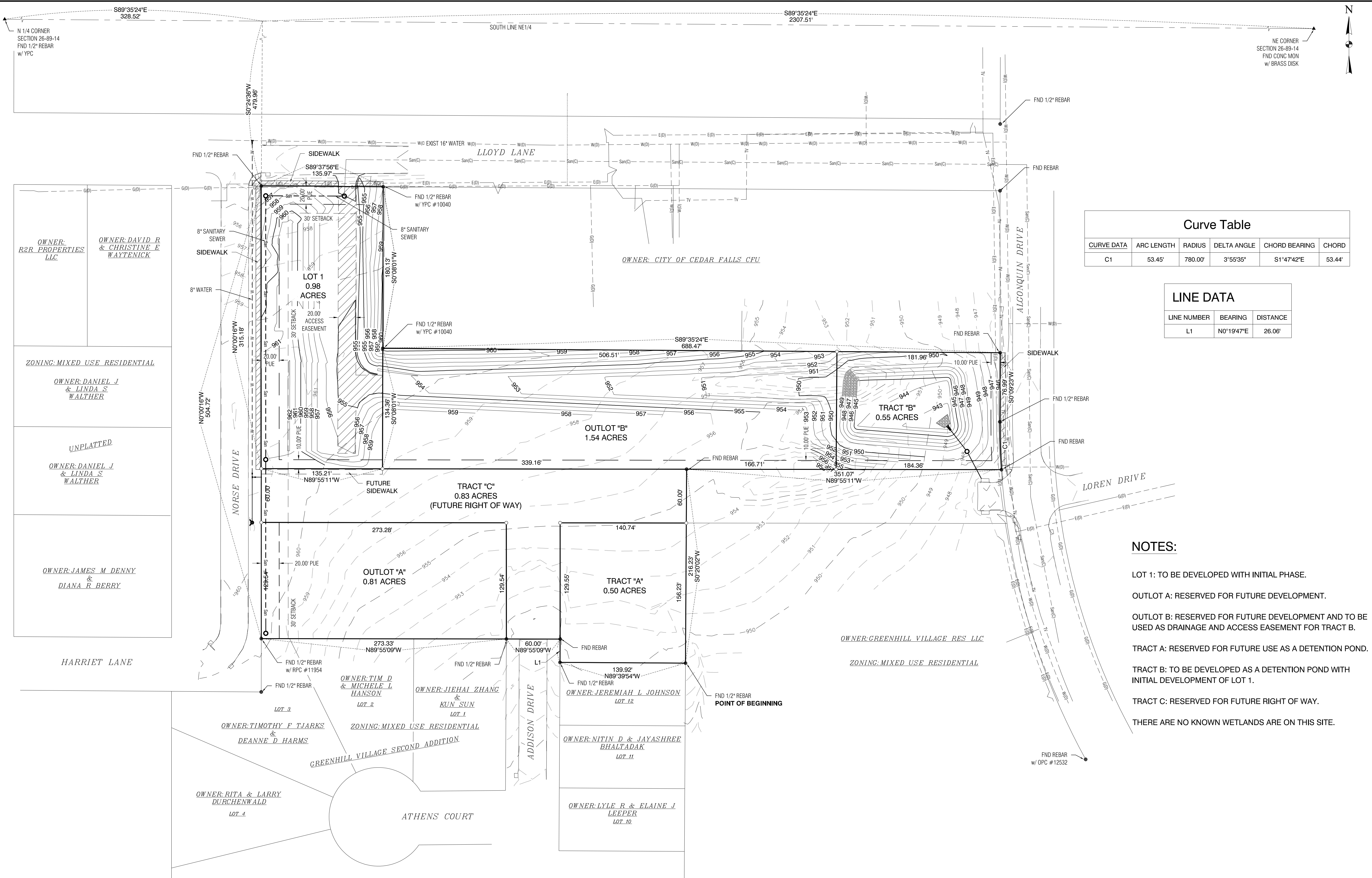
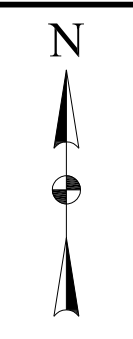
CGA Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

DESIGNED: - DATE:
DRAWN: CAQ DATE: 5-12-2018
CHECKED: ACD DATE:
APPROVED: ACD DATE:

GREENHILL VILLAGE TOWNHOMES II CEDAR FALLS, IOWA

PRELIMINARY PLAT

PROJECT NO.
5638.05
SHEET NO.
1 OF 2

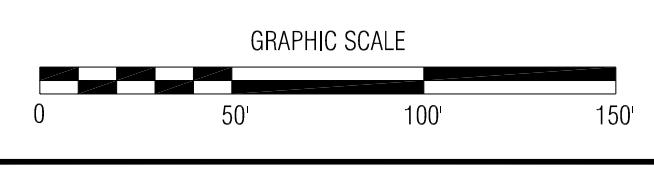


Curve Table					
CURVE DATA	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD
C1	53.45'	780.00'	3°55'35"	S1°47'42"E	53.44'

LINE DATA		
LINE NUMBER	BEARING	DISTANCE
L1	N0°19'47"E	26.06'

- NOTES:**
- LOT 1: TO BE DEVELOPED WITH INITIAL PHASE.
 - OUTLOT A: RESERVED FOR FUTURE DEVELOPMENT.
 - OUTLOT B: RESERVED FOR FUTURE DEVELOPMENT AND TO BE USED AS DRAINAGE AND ACCESS EASEMENT FOR TRACT B.
 - TRACT A: RESERVED FOR FUTURE USE AS A DETENTION POND.
 - TRACT B: TO BE DEVELOPED AS A DETENTION POND WITH INITIAL DEVELOPMENT OF LOT 1.
 - TRACT C: RESERVED FOR FUTURE RIGHT OF WAY.
 - THERE ARE NO KNOWN WETLANDS ARE ON THIS SITE.

J:\5638\Wing\Survey\Revised Prel Plat 2-26-2019\5638-Prel Plat Sheet 2-REVISED 2-26-2019.dwg - CGA Plan - 02-26-19 - 1:07pm - cad288



7 CITY COMMENTS CAQ 2-26-2019							
NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE
1	CITY COMMENTS	CAQ	6-11-2018	4	GRADING/UTILITY CHANGES	LAW	9-24-2018
2	CITY COMMENTS	CAQ	7-23-2018	5	CITY COMMENTS	CAQ	10-22-2018
3	CITY COMMENTS	CAQ	9-8-2018	6	CITY COMMENTS	BMC	11-21-2018

CGA Clapsaddle-Garber Associates, Inc.
 16 East Main Street
 Marshalltown, Iowa 50158
 Ph 641-752-4701
 www.cgaconsultants.com

DESIGNED: - DATE: -
 DRAWN: BMC DATE: 11-21-2018
 CHECKED: ACD DATE: -
 APPROVED: ACD DATE: -

GREENHILL VILLAGE TOWNHOMES II
 CEDAR FALLS, IOWA

PRELIMINARY PLAT

PROJECT NO. 5638.05
 SHEET NO. 2 of 2

DEED OF DEDICATION
OF
GREENHILL VILLAGE TOWNHOMES II
CITY OF CEDAR FALLS, IOWA

KNOW ALL MEN BY THESE PRESENTS:

That Panther Builders, LLC, an Iowa limited liability company, with its principal office in Cedar Falls, Iowa; being desirous of setting out and platting into lots and streets the land described in the attached Certificate of Survey by Travis R. Stewart, a Professional Engineer and Licensed Land Surveyor, dated 21 day of February, 2019, do by these presents designate and set apart the aforesaid premises as a subdivision of the City of Cedar Falls, Iowa the same to be known as:

GREENHILL VILLAGE TOWNHOMES II
CITY OF CEDAR FALLS, IOWA

("Development") all of which is with the free consent and the desire of the undersigned and the undersigned do hereby designate and set apart for public use the street(s) as shown upon the attached plat.

EASEMENTS

The undersigned do hereby grant and convey to the City of Cedar Falls, Iowa, its successors and assigns, and to any private corporation, firm or person furnishing utilities for the transmission and/or distribution of water, sanitary sewer, gas, electricity, communication service or cable television, perpetual easements for the erection, laying building and maintenance of said services over, across, on and/or under the property as shown on the attached plat.

RESTRICTIONS

Be it also known that the undersigned do hereby covenant and agree for themselves and their successors and assigns that each and all of the residential lots in Development be and the same are hereby made subject to the following restrictions upon their use and occupancy as fully and effectively to all intents and purposes as if the same were contained and set forth in each deed of conveyance or mortgage that the undersigned or their successors in interest may hereinafter make for any of said lots and that such restrictions shall run with the land and with each individual lot thereof for the length of time and in all particulars hereinafter stated, to-wit:

1. Any building that shall be erected shall have a minimum setback from the front, side, and rear of the lot lines as indicated on attached Final Plat. All minimum setbacks will be required to meet or exceed M-U Mixed Use Zoning.
2. Only buildings containing townhomes shall be constructed on Lot 1.

3. Tract C to be deeded to the City of Cedar Falls, Iowa for public street purposes. Tract C will not be required to be constructed until such time as Outlot A is developed, with the costs of construction to be shared between the owner of Outlot A and the owner of Outlot B.

4. Tracts A & B shall be used for water retention and shall be maintained by the Greenhill Village Townhomes II of Cedar Falls Owners Association. The City of Cedar Falls and the Greenhill Village Townhomes II of Cedar Falls Owners Association shall have access to said detention ponds for maintenance pursuant to the Maintenance and Repair Agreement and Permanent Easement between Developer and the City of Cedar Falls.

5. All private streets in Development shall be maintained by the Greenhill Village Townhomes II of Cedar Falls Owners Association.

6. Any and all drainage easements will be required to follow the "Stormwater Management Plan" and no building structures, fence structures, landscaping structures, private gardens or any other possible obstruction can be built in and over said drainage easements. All lot owners and/or contractors working on said lots will be responsible to maintain said easements to be free and clear of any physical obstruction(s) thus allowing the conveyance of overland storm water runoff as intended per "Stormwater Management Plan" on record with the City of Cedar Falls Engineer's Office.

7. The Owner and/or occupant of each Lot shall jointly and severally be responsible to keep in good order or to maintain the area between the curblines and the property lines abutting their property including keeping said area free of holes, pitfalls, stumps of trees, fences, brick, stone, cement, stakes, posts or rods to which a metal, plastic or similar receptacle designed to hold newspapers are affixed, private irrigation or sprinkler systems, retaining walls, landscaping brick, block, stone, timber or other similar materials, or any other simulator obstruction. All mailboxes shall be clustered or grouped for the units, and shall not be placed between the curb line and the property line abutting the lots.

8. All townhomes shall be subject to the Declaration of Submission of Property to Horizontal Property Regime for Greenhill Village Townhomes II Cedar Falls, Black Hawk County, Iowa to be filed within one (1) week of the filing of the Final Plat.

9. Every lot in Addition and the owner thereof shall be subject to all of the provisions of the Greenhill Village Master Plan currently on file with the City of Cedar Falls, Iowa, at the time of construction and the lot, and all amendments thereto, including but not limited to the design guidelines contained therein.

10. The undersigned and all persons and entities hereafter acquiring any right, title, or interest in any of the Lots in said Development shall be taken and held to have agreed and covenanted with the owners of all other Lots in this Development and with the respective successors and assigns of all of the rest of such other Lots to conform to and observe all of the foregoing covenants, restrictions, and stipulations as to the construction of building thereon, for a period of 21 years from the date of filing of said plat, and this deed of dedication for record. Within the period of 21 years and in accordance with Iowa Code § 614.24 and § 614.25 or their successor provisions, these covenants, restrictions, and stipulations may be extended for an

additional period of 21 years upon compliance with § 614.24 and § 614.25 of the Code of Iowa. In the event an extension of the covenants, restrictions, and stipulations is not filed within the period of 21 years or successive 21-year periods, then the covenants, restrictions, and stipulations contained herein shall terminate at the end of the existing period of 21 years.

11. Invalidation of any of these covenants by judgment, decree, or court order, shall in no way affect any of the other provisions of this dedication and such other provisions shall remain in full force and effect.

12. If the parties hereto, or any of them, or their heirs or assigns shall violate or attempt to violate any of the covenants or restrictions here, it shall be lawful for any other person owning property in said addition to prosecute any proceedings at law or in equity against the person or persons violating or attempting to violate any such covenants or restrictions, and for the purpose of preventing such acts or recovering damages for such violations or both, and for costs and reasonable attorney fees as determined by the court.

PUBLIC IMPROVEMENTS REQUIRED IN PLAT

1. Any public street(s) shown on the attached plat, will be brought to City grade and that the street will be thirty-one (31) feet, back of curb to back of curb, with approved hard surface pavement in accordance with the City of Cedar Falls, Standard Specifications unless otherwise specified as per approved construction plans.

2. Sanitary sewer, together with the necessary manholes and sewer service lines to all buildings in the plat will be provided.

3. That underground utilities, as required by the Subdivision Ordinance of the City of Cedar Falls, Iowa, shall be installed.

4. That city water will be provided to all buildings as required by the Cedar Falls Municipal utilities.

5. That municipal fire hydrant(s) will be provided as required by the Cedar Falls Public Safety Department.

6. That Storm sewer will be provided as specified by the City Engineer.

7. That handicap ramps will be provided as required by law.

8. All buildings erected on any lot in this Development shall be constructed in accordance with the building, plumbing and electrical codes of the City of Cedar Falls.

9. The Developer or its successors will install a 4-foot wide concrete sidewalk four inches thick across the entire street frontage of every Lot, at the time of construction of said Lot. This shall include handicap ramps as provided by state law. Any Lots remaining vacant for five

(5) years after the date of final approval of the plat, shall be improved with sidewalks as soon as the construction season permits.

10. That the work improvements called herein shall be in accordance with the specifications of the City of Cedar Falls, Iowa, and performed under the supervision of the City Engineer. In the event that the developer, Panther Farms, LLC, its grantees and assigns fail to complete said work and improvements called for within one (1) year from the date of the acceptance of said final plat by the City of Cedar Falls, Iowa, the City may then make improvements and assess the costs of the same to the respective lots. The undersigned, for themselves, their successors, grantees and assigns, waive all statutory requirements of notice of time and place of hearing and agree that the City may install said improvements and assess the total costs thereof against the respective lots.

11. That the City may perform said work, levy the cost thereof as assessments, and the undersigned agree that said assessments so levied shall be a lien on the respective lots with the same force and effect as though all legal provisions pertaining to the levy of such special assessments have been observed, and further authorize the City Clerk to certify such assessments to the County Auditor as assessments to be paid in installments as provided by law.


12. The Developer shall construct and install all required public improvements within the subdivision plat, to conform with approved construction plans which meet the specifications of the City of Cedar Falls, Iowa. Such required public improvements shall meet the following requirements:

- A. Shall be constructed and installed in a good and workmanlike manner;
- B. Shall be free of defects in workmanship or materials;
- C. Shall be free of any conditions that could result in structural or other failure of said improvements;
- D. Shall be constructed and installed in accordance with the design standards and technical standards established for such public improvements by the City and by Cedar Falls Utilities;
- E. Shall be constructed and installed in strict compliance with the minimum acceptable specifications for the construction of public improvements set forth in the Cedar Falls Code of Ordinances, including without limitation, Chapter 24, Subdivisions, and as such specifications shall be recommended for approval by the City Engineer from time to time, and approved by the city council.

13. The Developer's construction plans are now on file in the Office of the City Engineer.

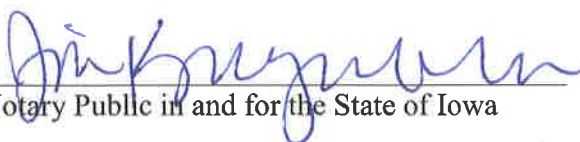
SIGNED and DATED this 27 day of February, 2019

Panther Builders, LLC


Brent Dahlstrom, Manager

STATE OF IOWA, BLACK HAWK COUNTY: ss

On this 27 day of February, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Brent Dahlstrom, Manager of Panther Builders, LLC, to me known as the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed on behalf of Panther Builders, LLC.


Notary Public in and for the State of Iowa

CERTIFICATE OF SURVEY

I, Jeremy A. Harris, a duly Licensed Land Surveyor in the State of Iowa, do hereby certify that I have made a survey of property to be known as:

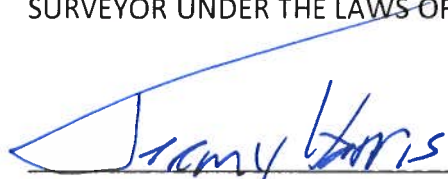
"Greenhill Village Townhomes II"
Section 26-T89N-R14W, Cedar Falls,
Black Hawk County, Iowa

SAID PROPERTY IS LEGALLY DESCRIBED AS:

GREENHILL VILLAGE TOWNHOMES II LOCATED IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 89 NORTH, RANGE 14 WEST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF CEDAR FALLS, BLACK HAWK COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS LOT 12 OF GREENHILL VILLAGE SECOND ADDITION AND RECORDED IN INSTRUMENT NO. 2005-00020608 IN THE OFFICE OF THE RECORDER BLACK HAWK COUNTY, IOWA; THENCE, N89°39'54"W 139.92' ALONG THE NORTH LINE OF SAID GREENHILL VILLAGE SECOND ADDITION; THENCE, N0°19'47"E 26.06'; THENCE, N89°55'09"W 60.00'; THENCE, CONTINUING N89°55'09"W 273.33' TO A NORTHWEST CORNER OF LOT 3 OF SAID GREENHILL VILLAGE SECOND ADDITION, THE AFORESAID ALL BEING ALONG THE NORTH LINE OF SAID GREENHILL VILLAGE SECOND ADDITION, SAID POINT ALSO BEING A POINT ON THE EAST RIGHT OF WAY LINE OF NORSE DRIVE; THENCE, N0°00'16"W 504.72' ALONG SAID EAST RIGHT OF WAY LINE TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF LLOYD LANE; THENCE, S89°37'56"E 135.97' ALONG SAID SOUTH RIGHT OF WAY LINE; THENCE, S0°08'01"W 180.13'; THENCE, S89°35'24"E 688.47' TO A POINT ON THE WEST RIGHT OF WAY LINE OF ALGONQUIN DRIVE; THENCE, S0°09'23"W 76.99' ALONG SAID WEST RIGHT OF WAY LINE; THENCE, SOUTHERLY 53.45' ALONG THE ARC OF A 780.00' RADIUS CURVE, CONCAVE EASTERLY, HAVING A CHORD BEARING OF S1°47'42"E AND A CHORD DISTANCE OF 53.44' ALONG SAID WEST RIGHT OF WAY LINE; THENCE, N89°55'11"W 351.07'; THENCE, S0°20'02"W 216.23' TO THE POINT OF BEGINNING, CONTAINING 5.21 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

I FURTHER CERTIFY THAT THE ACCOMPANYING PLAT IS A TRUE REPRESENTATION OF SAID PROPERTY IN ACCORDANCE WITH MY FIELD NOTES; THAT THE DIMENSIONS OF THE STREETS, LOTS, AND EASEMENTS DEPICTED ON SAID PLAT ARE IN FEET AND

DECIMALS THEREOF; AND THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND 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.

 2-27-19
Jeremy A. Harris, PLS Date
Iowa License Number 22259

My license renewal date is December 31, 2019.

Dear Planning and Zoning Committee,

My name is Michele Hanson, my family and I have lived at 1517 Athens Ct. in Greenhill Village for nine years. My children have grown up here, rode their bikes through the neighborhood, and we have enjoyed living here with our neighbors, so you can imagine our shock and dismay at the note we received January 17th inviting us to a meeting with the Planning & Zoning on January 23rd. Not only was this short notice but this letter was only sent out to only a small handful of neighbors with many that this will affect not receiving this letter at all. The big shocker in all this is that the notice was to let us know about a meeting scheduled to discuss the plan for the area directly behind our house to be developed with townhomes! This is a huge punch in the gut shocker because this land has always been in the plans to be developed into more "single family" homes! My husband is the president of our HOA and at NO time did he, the HOA, nor anyone in this neighborhood received any notice of any meetings prior to this stating that these plans had changed and that this land had been rezoned from single family homes to multifamily (Townhouse/apartments). In doing our research, and with the help of Shane Graham it was brought to our neighborhood associations attention that meetings were held on March 28 (P & Z) to ask for this property to be amended with density of townhomes and then on April 16 (City Council resolution #21,071) which approved this request! These meetings were held WITHOUT any of us in Greenhill Village ever being notified! I believe this takes away our rights to attend and share our thoughts on what happens in "OUR" neighborhood!

From the meeting minutes :(Mr. Holst verified that notifications were sent to the neighbors.)

Did it not seem strange to all involved that not one homeowner from GV was there to object to this idea or share their concerns? That's because you took away our rights which we will share with the lawyer we have retain this to represent Greenhill Village in this matter.

We ask for your help and fairness in this matter!

I sent out a questioner on our GV website to the neighbors that were supposedly sent the notice back on 3/19/18 and NOT ONE received this letter! It is highly unlikely that this many letters just happen to be lost in the mail. These notices were never sent! We are asking that the amendment made to this property from single family homes to multifamily units on April 16, when it was unanimously voted upon be the city council again without any notice to GV families be reversed!

Send out notices this time and follow the correct protocol that is put in place for a reason that allows homeowners to express their concerns when it comes to their neighborhood!

These are some of the concerns that our HOA and surrounding neighbors have with this plan:

- J DENSITY of multi-family units vs single family homes in this neighborhood. We have seen the plans of 40 units / 8 complexes in the area starting with the two in the northwest corner.
- J TRAFFIC getting onto Greenhill Road has been a concern for some time and is near impossible at Ashworth and Hudson turning south. Many neighbors choose to drive to Erik and Hudson which increases the neighborhood traffic and that will only be increased with Addison being extended and traffic going from Harriet and Hudson turning south.
- J RUNOFF while yes you have plans for a retention pond, our neighborhood ponds have overflowed this past year alone due to heavy rains and what are the plans for this pond? It will flood and run into the neighboring yards of those who's backyards are on Addison and Ashworth and this area is a wet land area that already has standing water in it at any given time.
- J BUFFER/PRIVACY the area that is in the plans to be densified by these multi-family homes (40 units/8 complexes) is an extreme density in one area without sufficient buffer between single family homes and multi-unit buildings. The fact that 3 story townhouse will be looking into our ranch home is an invasion of our privacy! The fact that the driveway to one of these units will be directly perpendicular to our yard which means that the lights from the vehicles will be shining directly into our house!
- J PROPERTY VALUE we all know this will bring revenue through taxes but what about the value of our homes? We all know this answer!

Respectfully,

Michele Hanson

From: Robin Frost <frostrr@gmail.com>
Sent: Monday, January 28, 2019 8:39 PM
To: Iris Lehmann
Subject: Greenhill Village Townhomes II

Follow Up Flag: Follow up
Flag Status: Completed

Dear Ms. Lehmann,

I am writing to express my concern at the total lack of communication the Greenhill Village neighborhood has received about the change in the bordering property development. As residents of the Greenhill Village neighborhood, we have not received ANY communication from the City of Cedar Falls about the amendment to the master plan and proposed development adjacent to our homes. The first my husband and I learned of the issue was a Facebook post by a fellow resident to the Greenhill Village Facebook Group on January 23 at 4:54 p.m., approximately one hour prior to the Planning & Zoning Committee meeting. As I did not see the message until much later, I was unable to attend the meeting that evening.

Upon reviewing the memorandum in the Community Development packet, I was disturbed to learn there had been an amendment to the Greenhill Village master plan last April (2018) to allow the area to be developed as townhomes rather than the original intention of single-family homes. I was further disturbed that neither my household, nor any of the neighbors, had received communication about the meeting or potential change prior to last April's decision. I have heard indirectly that the city's records show it sent notices about such a meeting. However, my own records (along with all of my neighbors') show that no such letter was received.

I assure you that as a new resident to Greenhill Village (as of December 2017) I was hyper-aware that development may be possible nearby, so I would have been vigilant about any communication that came from the city about this subject.

Furthermore, we did not receive a notice of the Planning & Zoning meeting on Jan. 23 where the proposed development was discussed, nor was the Greenhill Village Homeowners' Association notified. If the Homeowners' Association had received notice, the subject certainly would have been on the agenda for the annual HOA meeting which took place on Jan. 21, just two days prior to the Planning & Zoning meeting.

Not only am I dismayed at the total lack of communication from the City, but also at the proposed plan and its rapid progression through the development process. It is disturbing to read a plan that the neighborhood had no part in developing or influencing, and realize how far along the proposed development is in the process. As I read the recommendations and technical comments from the City technical staff and CFU, it appears that commencing development is imminent and inevitable. I am appalled that the City would allow this process to continue without following the proper channels, and with the knowledge that none of the neighborhood residents received the required written communication.

As you may know, adding rental units to a neighborhood can reduce nearby property values by 13.8% (American Community Survey) by reducing the desirability of the neighborhood due to safety and aesthetic concerns. Parking, water runoff, sewage and garbage are additional concerns, several of which are not addressed in the development request. Additionally, the City will want to consider the flooding

that occurred in the area on Labor Day 2018 when planning for drainage and runoff. Addison Drive/Athens Court had several feet of water, which impacted the basements of many nearby homes causing property damage (inside dwellings and to outdoor landscaping), insurance claims, and complaints to the city. As this flood event had not yet occurred when the amendment was made to the plan, surely this incident should be a factor for consideration and discussion by the city and any future developer.

I am proud to live in Cedar Falls, and specifically in Greenhill Village, but disappointed by the manner in which this issue is being handled. I respectfully request a delay in this development request in order to revisit the amendment which was made without the opportunity for neighborhood residents to weigh in, research the impact and discuss with our neighbors.

Thank you for your consideration,

Robin Frost
4718 Addison Drive
Cedar Falls

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Vinod Phuke <vinodphuke@gmail.com>
Sent: Friday, February 01, 2019 11:34 AM
To: Iris Lehmann
Subject: Raising concern 8-4 Town homes recently approved by planning and zoning department

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Iris,

I would like to raise my concern related to 8-4 Town homes recently approved by planning and zoning department. This was originally planned for the single family homes, this change will negatively impact on living since these town homes will be rented to tenants and we are currently facing lots of traffic and parking issues, this new plan will make things worse as a member of Greenhill village family I would like to raise my concern and strongly oppose this new plan

Best regards

Vinod Phuke

1029 Amelia Dr Unit 1

Cedar Falls IA-50613

319-610-8880

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Larry Durchenwald <ldurch@cfu.net>
Sent: Tuesday, February 05, 2019 9:54 AM
To: Iris Lehmann
Subject: New townhouses at Greenhill Village

Members of Cedar Falls City Council;

My name is Larry Durchenwald, and my wife and I are current residents of 1525 Athens Ct. We are retired and have been part of the neighborhood since June 2013. We enjoy the neighborhood and have gotten to appreciate knowing our neighbors.

We are against the new townhouses in the area of Norse Drive, because that intersection onto Hudson Road is very busy as it is, and additional, high density, occupancy, dwellings will create a traffic issue trying to enter Hudson Road. Often, there is a line of cars waiting for the traffic light at the intersection of Greenhill Road and Hudson road, so entering Hudson Road during those situations will be very frustrating.

It is not unusual to see cars going around that tight corner of Harriet Lane and Norse Drive on the inside of the turn, no matter what direction they are going. Visibility in this corner is limited at best.

If this area is to be developed, we much prefer the addition of single family housing where properties will be better cared for by actual property owners, rather than temporary renters. We feel, also, that townhouses this close to our established neighborhood, will decrease the value of our homes.

Larry & Rita Durchenwald
1525 Athens Ct.

Cedar Falls, Iowa 50613

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Iris Lehmann
Sent: Monday, February 04, 2019 8:15 AM
To: 'Karmen Woelber'
Subject: RE: Greenhill Village area zoning
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Good morning Karmen,

Thank you for your email. I just want to assure you that a zoning change for apartment buildings has not been approved for this area nor is it being considered. The Planning and Zoning Commission will be considering the proposal for one (1) four-unit townhome building and one (1) five-unit townhome building at their February 13th Planning and Zoning Commission meeting. Townhomes are essentially single family units attached to one another to create a multiple unit building of 4-5 attached homes (much like duplexes). I attached for your reference the staff report from the last discussion of this project on January 23, 2019. It is our understanding that the developer intends to market these units as for sale.

Please feel free to contact me if you have any questions or if you still have any concerns with the proposal. Again the Commission will be discussing this project at their next meeting on February 13th and public comment is encouraged.

Kind regards,

Iris Lehmann, AICP
Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

From: Karmen Woelber [<mailto:karmen@cfu.net>]
Sent: Friday, February 01, 2019 9:15 PM
To: Iris Lehmann
Subject: Greenhill Village area zoning

Ms. Lehmann,

I live at 4808 Algonquin Dr. Unit 6. I have just been informed through my homeowner's association that there are plans to change the zoning in the area in front of the water tower. Plans to change it from single family dwelling zoning to apartment zoning. I have significant concerns about the negative impact this change would have on our neighborhood and property values. I have also been told that the city states all residents in the area have been previously informed of the anticipated change. I want to state very clearly that I have **not** received any information at all regarding this issue. The first I new of it was from an email via my homeowner's association that I received today.

Respectfully yours,
Karmen Woelber

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From: Iris Lehmann
Sent: Monday, February 04, 2019 8:19 AM
To: 'Dad'
Subject: RE:
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Good morning Dean,

Thank you for your email. I just want to assure you that plans for “massive rental units” are not being considered. The Planning and Zoning Commission will be considering the proposal for one (1) four-unit townhome building and one (1) five-unit townhome building at their February 13th Planning and Zoning Commission meeting. Townhomes are essentially single family units attached to one another to create a multiple unit building of 4-5 attached homes (much like duplexes). I attached for your reference the staff report from the last discussion of this project on January 23, 2019. It is our understanding that the developer intends to market these units as for sale.

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Kind regards,

Iris Lehmann, AICP
Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

From: Dad [<mailto:dlb51111@juno.com>]
Sent: Friday, February 01, 2019 5:09 PM
To: Iris Lehmann
Subject:

Iris, I have just been informed of the proposed building of massive rental units close to where i live. The City of CF is claiming all homeowners close to that area were notified, This is false. I was never notified of such a proposition and am completely against such. The building of so many RENTAL units will no doubt decrease the value of all homes any where near that area and the traffic would be unmanageable. Also the turnover in such units is very high and would be a detriment to all homeowners around there. Please do whatever you can to stop this catastrophe from going forward.

Thank you.
Dean Boyd
1315 Amelia Dr.

[Drink 1 Cup Before Bed, Watch Your Body Fat Melt Like Crazy](http://thirdpartyoffers.juno.com/TGL3132/5c54d1a1abad751a168b4st04vuc)
[Celebrity Local](http://thirdpartyoffers.juno.com/TGL3132/5c54d1a1abad751a168b4st04vuc)
<http://thirdpartyoffers.juno.com/TGL3132/5c54d1a1abad751a168b4st04vuc>

_____ [NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Iris Lehmann
Sent: Friday, February 01, 2019 3:41 PM
To: 'Diane Lantz'
Subject: RE: Greenhill Village Apartment Project
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Hi Diane,

Thank you for your email. I just want to assure you that plans for high rise apartment buildings have not been approved. The Planning and Zoning Commission will be considering the proposal for one (1) four-unit townhome building and one (1) five-unit townhome building at their February 13th Planning and Zoning Commission meeting. Townhomes are essentially single family units attached to one another to create a multiple unit building of 4-5 attached homes (much like duplexes). I attached for your reference the staff report from the last discussion of this project on January 23, 2019. It is our understanding that the developer intends to market these units as for sale.

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Kind regards,

Iris Lehmann, AICP
Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

-----Original Message-----

From: Diane Lantz [<mailto:dlantz1216@yahoo.com>]
Sent: Friday, February 01, 2019 3:11 PM
To: Iris Lehmann
Subject: Greenhill Village Apartment Project

I just recently learned of plans to build eight apartment buildings near the UNI water tower in Greenhill Village. No notice has even been given to the homeowners of this area.

As a residence of Greenhill Village, I'm writing to adamantly oppose this project. When purchasing my home I believed it to be a neighborhood of privately owned homes and condos. Not a neighborhood of high rise apartment buildings that will without a doubt lower the value of our properties and overpopulate this area. Traffic has already increased significantly due to the number of apartment buildings at the corner of Greenhill and Ashworth. This will only add to what already is a disappointing and sometimes dangerous situation.

The City of Cedar Falls needs to listen to the people of this neighborhood who have invested their money and made their home in a family-oriented neighborhood not suspecting for a minute that it could become a college student community.

Sincerely,

Diane Lantz
Greenhill Village

Sent from my iPhone

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02/08/19

Department of Community Development

Re: Greenhill Village Townhomes II - Preliminary
plat + site plan

RECEIVED

FEB 11 2019

COMMUNITY DEVELOPMENT
DEPARTMENT

Dear City of Cedar Falls,

We are writing to inform you that we are for the proposed building of the Greenhill Village Townhomes II. We moved to the Greenhill/Hudson road area, because of the growth that has been occurring. We feel this is a great addition to the neighborhood, and will spur more development in the future. We hope the townhomes are of a high quality to keep with the current area homes, and increase the value of the neighborhood.

Thank you very much,
Nathan and Crystal Roberts
4507 Wild Rose Court

02/08/19

Department of Community Development

Re: Greenhill Village Townhomes II - Preliminary
plat + site plan

RECEIVED

FEB 11 2019

COMMUNITY DEVELOPMENT
DEPARTMENT

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Thank you very much,
Nathan and Crystal Roberts
4507 Wild Rose Court

Dear Planning and Zoning Committee,

My name is Michele Hanson, my family and I have lived at 1517 Athens Ct. in Greenhill Village for nine years. My children have grown up here, rode their bikes through the neighborhood, and we have enjoyed living here with our neighbors, so you can imagine our shock and dismay at the note we received January 17th inviting us to a meeting with the Planning & Zoning on January 23rd. Not only was this short notice but this letter was only sent out to only a small handful of neighbors with many that this will affect not receiving this letter at all. The big shocker in all this is that the notice was to let us know about a meeting scheduled to discuss the plan for the area directly behind our house to be developed with townhomes! This is a huge punch in the gut shocker because this land has always been in the plans to be developed into more "single family" homes! My husband is the president of our HOA and at NO time did he, the HOA, nor anyone in this neighborhood received any notice of any meetings prior to this stating that these plans had changed and that this land had been rezoned from single family homes to multifamily (Townhouse/apartments). In doing our research, and with the help of Shane Graham it was brought to our neighborhood associations attention that meetings were held on March 28 (P & Z) to ask for this property to be amended with density of townhomes and then on April 16 (City Council resolution #21,071) which approved this request! These meetings were held WITHOUT any of us in Greenhill Village ever being notified! I believe this takes away our rights to attend and share our thoughts on what happens in "OUR" neighborhood!

From the meeting minutes :(Mr. Holst verified that notifications were sent to the neighbors.)

Did it not seem strange to all involved that not one homeowner from GV was there to object to this idea or share their concerns? That's because you took away our rights which we will share with the lawyer we have retain this to represent Greenhill Village in this matter.

We ask for your help and fairness in this matter!

I sent out a questioner on our GV website to the neighbors that were supposedly sent the notice back on 3/19/18 and NOT ONE received this letter! It is highly unlikely that this many letters just happen to be lost in the mail. These notices were never sent! We are asking that the amendment made to this property from single family homes to multifamily units on April 16, when it was unanimously voted upon be the city council again without any notice to GV families be reversed!

Send out notices this time and follow the correct protocol that is put in place for a reason that allows homeowners to express their concerns when it comes to their neighborhood!

These are some of the concerns that our HOA and surrounding neighbors have with this plan:

- J DENSITY of multi-family units vs single family homes in this neighborhood. We have seen the plans of 40 units / 8 complexes in the area starting with the two in the northwest corner.
- J TRAFFIC getting onto Greenhill Road has been a concern for some time and is near impossible at Ashworth and Hudson turning south. Many neighbors choose to drive to Erik and Hudson which increases the neighborhood traffic and that will only be increased with Addison being extended and traffic going from Harriet and Hudson turning south.
- J RUNOFF while yes you have plans for a retention pond, our neighborhood ponds have overflowed this past year alone due to heavy rains and what are the plans for this pond? It will flood and run into the neighboring yards of those who's backyards are on Addison and Ashworth and this area is a wet land area that already has standing water in it at any given time.
- J BUFFER/PRIVACY the area that is in the plans to be densified by these multi-family homes (40 units/8 complexes) is an extreme density in one area without sufficient buffer between single family homes and multi-unit buildings. The fact that 3 story townhouse will be looking into our ranch home is an invasion of our privacy! The fact that the driveway to one of these units will be directly perpendicular to our yard which means that the lights from the vehicles will be shining directly into our house!
- J PROPERTY VALUE we all know this will bring revenue through taxes but what about the value of our homes? We all know this answer!

Respectfully,

Michele Hanson

From: Robin Frost <frostrr@gmail.com>
Sent: Monday, January 28, 2019 8:39 PM
To: Iris Lehmann
Subject: Greenhill Village Townhomes II

Follow Up Flag: Follow up
Flag Status: Completed

Dear Ms. Lehmann,

I am writing to express my concern at the total lack of communication the Greenhill Village neighborhood has received about the change in the bordering property development. As residents of the Greenhill Village neighborhood, we have not received ANY communication from the City of Cedar Falls about the amendment to the master plan and proposed development adjacent to our homes. The first my husband and I learned of the issue was a Facebook post by a fellow resident to the Greenhill Village Facebook Group on January 23 at 4:54 p.m., approximately one hour prior to the Planning & Zoning Committee meeting. As I did not see the message until much later, I was unable to attend the meeting that evening.

Upon reviewing the memorandum in the Community Development packet, I was disturbed to learn there had been an amendment to the Greenhill Village master plan last April (2018) to allow the area to be developed as townhomes rather than the original intention of single-family homes. I was further disturbed that neither my household, nor any of the neighbors, had received communication about the meeting or potential change prior to last April's decision. I have heard indirectly that the city's records show it sent notices about such a meeting. However, my own records (along with all of my neighbors') show that no such letter was received.

I assure you that as a new resident to Greenhill Village (as of December 2017) I was hyper-aware that development may be possible nearby, so I would have been vigilant about any communication that came from the city about this subject.

Furthermore, we did not receive a notice of the Planning & Zoning meeting on Jan. 23 where the proposed development was discussed, nor was the Greenhill Village Homeowners' Association notified. If the Homeowners' Association had received notice, the subject certainly would have been on the agenda for the annual HOA meeting which took place on Jan. 21, just two days prior to the Planning & Zoning meeting.

Not only am I dismayed at the total lack of communication from the City, but also at the proposed plan and its rapid progression through the development process. It is disturbing to read a plan that the neighborhood had no part in developing or influencing, and realize how far along the proposed development is in the process. As I read the recommendations and technical comments from the City technical staff and CFU, it appears that commencing development is imminent and inevitable. I am appalled that the City would allow this process to continue without following the proper channels, and with the knowledge that none of the neighborhood residents received the required written communication.

As you may know, adding rental units to a neighborhood can reduce nearby property values by 13.8% (American Community Survey) by reducing the desirability of the neighborhood due to safety and aesthetic concerns. Parking, water runoff, sewage and garbage are additional concerns, several of which are not addressed in the development request. Additionally, the City will want to consider the flooding

that occurred in the area on Labor Day 2018 when planning for drainage and runoff. Addison Drive/Athens Court had several feet of water, which impacted the basements of many nearby homes causing property damage (inside dwellings and to outdoor landscaping), insurance claims, and complaints to the city. As this flood event had not yet occurred when the amendment was made to the plan, surely this incident should be a factor for consideration and discussion by the city and any future developer.

I am proud to live in Cedar Falls, and specifically in Greenhill Village, but disappointed by the manner in which this issue is being handled. I respectfully request a delay in this development request in order to revisit the amendment which was made without the opportunity for neighborhood residents to weigh in, research the impact and discuss with our neighbors.

Thank you for your consideration,

Robin Frost
4718 Addison Drive
Cedar Falls

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From: Vinod Phuke <vinodphuke@gmail.com>
Sent: Friday, February 01, 2019 11:34 AM
To: Iris Lehmann
Subject: Raising concern 8-4 Town homes recently approved by planning and zoning department

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Iris,

I would like to raise my concern related to 8-4 Town homes recently approved by planning and zoning department. This was originally planned for the single family homes, this change will negatively impact on living since these town homes will be rented to tenants and we are currently facing lots of traffic and parking issues, this new plan will make things worse as a member of Greenhill village family I would like to raise my concern and strongly oppose this new plan

Best regards

Vinod Phuke

1029 Amelia Dr Unit 1

Cedar Falls IA-50613

319-610-8880

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Larry Durchenwald <ldurch@cfu.net>
Sent: Tuesday, February 05, 2019 9:54 AM
To: Iris Lehmann
Subject: New townhouses at Greenhill Village

Members of Cedar Falls City Council;

My name is Larry Durchenwald, and my wife and I are current residents of 1525 Athens Ct. We are retired and have been part of the neighborhood since June 2013. We enjoy the neighborhood and have gotten to appreciate knowing our neighbors.

We are against the new townhouses in the area of Norse Drive, because that intersection onto Hudson Road is very busy as it is, and additional, high density, occupancy, dwellings will create a traffic issue trying to enter Hudson Road. Often, there is a line of cars waiting for the traffic light at the intersection of Greenhill Road and Hudson road, so entering Hudson Road during those situations will be very frustrating.

It is not unusual to see cars going around that tight corner of Harriet Lane and Norse Drive on the inside of the turn, no matter what direction they are going. Visibility in this corner is limited at best.

If this area is to be developed, we much prefer the addition of single family housing where properties will be better cared for by actual property owners, rather than temporary renters. We feel, also, that townhouses this close to our established neighborhood, will decrease the value of our homes.

Larry & Rita Durchenwald

1525 Athens Ct.

Cedar Falls, Iowa 50613

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From: Iris Lehmann
Sent: Monday, February 04, 2019 8:15 AM
To: 'Karmen Woelber'
Subject: RE: Greenhill Village area zoning
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Good morning Karmen,

Thank you for your email. I just want to assure you that a zoning change for apartment buildings has not been approved for this area nor is it being considered. The Planning and Zoning Commission will be considering the proposal for one (1) four-unit townhome building and one (1) five-unit townhome building at their February 13th Planning and Zoning Commission meeting. Townhomes are essentially single family units attached to one another to create a multiple unit building of 4-5 attached homes (much like duplexes). I attached for your reference the staff report from the last discussion of this project on January 23, 2019. It is our understanding that the developer intends to market these units as for sale.

Please feel free to contact me if you have any questions or if you still have any concerns with the proposal. Again the Commission will be discussing this project at their next meeting on February 13th and public comment is encouraged.

Kind regards,

Iris Lehmann, AICP
Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

From: Karmen Woelber [<mailto:karmen@cfu.net>]
Sent: Friday, February 01, 2019 9:15 PM
To: Iris Lehmann
Subject: Greenhill Village area zoning

Ms. Lehmann,

I live at 4808 Algonquin Dr. Unit 6. I have just been informed through my homeowner's association that there are plans to change the zoning in the area in front of the water tower. Plans to change it from single family dwelling zoning to apartment zoning. I have significant concerns about the negative impact this change would have on our neighborhood and property values. I have also been told that the city states all residents in the area have been previously informed of the anticipated change. I want to state very clearly that I have **not** received any information at all regarding this issue. The first I new of it was from an email via my homeowner's association that I received today.

Respectfully yours,
Karmen Woelber

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From: Iris Lehmann
Sent: Monday, February 04, 2019 8:19 AM
To: 'Dad'
Subject: RE:
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Good morning Dean,

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Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

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Sent: Friday, February 01, 2019 5:09 PM
To: Iris Lehmann
Subject:

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From: Iris Lehmann
Sent: Friday, February 01, 2019 3:41 PM
To: 'Diane Lantz'
Subject: RE: Greenhill Village Apartment Project
Attachments: Combined Staff Report - Greenhill Villiage Townhomes.pdf

Hi Diane,

Thank you for your email. I just want to assure you that plans for high rise apartment buildings have not been approved. The Planning and Zoning Commission will be considering the proposal for one (1) four-unit townhome building and one (1) five-unit townhome building at their February 13th Planning and Zoning Commission meeting. Townhomes are essentially single family units attached to one another to create a multiple unit building of 4-5 attached homes (much like duplexes). I attached for your reference the staff report from the last discussion of this project on January 23, 2019. It is our understanding that the developer intends to market these units as for sale.

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Kind regards,

Iris Lehmann, AICP
Planner II
City of Cedar Falls, Iowa
Phone: 319.268.5185

-----Original Message-----

From: Diane Lantz [<mailto:dlantz1216@yahoo.com>]
Sent: Friday, February 01, 2019 3:11 PM
To: Iris Lehmann
Subject: Greenhill Village Apartment Project

I just recently learned of plans to build eight apartment buildings near the UNI water tower in Greenhill Village. No notice has even been given to the homeowners of this area.

As a residence of Greenhill Village, I'm writing to adamantly oppose this project. When purchasing my home I believed it to be a neighborhood of privately owned homes and condos. Not a neighborhood of high rise apartment buildings that will without a doubt lower the value of our properties and overpopulate this area. Traffic has already increased significantly due to the number of apartment buildings at the corner of Greenhill and Ashworth. This will only add to what already is a disappointing and sometimes dangerous situation.

The City of Cedar Falls needs to listen to the people of this neighborhood who have invested their money and made their home in a family-oriented neighborhood not suspecting for a minute that it could become a college student community.

Sincerely,

Diane Lantz
Greenhill Village

Sent from my iPhone

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From: Karen Howard
Sent: Wednesday, February 27, 2019 4:57 PM
To: Iris Lehmann
Subject: FW: Planning & Zoning committee decision in Greenhill village

Another one...

From: Alok Pandey [<mailto:alok18880@gmail.com>]
Sent: Wednesday, February 27, 2019 4:19 PM
To: Karen Howard; David A. Wieland; Rob Green; Frank Darrah; Tom Blanford; Daryl Kruse; Susan deBuhr; Mark Miller
Cc: ayushi purohit
Subject: Planning & Zoning committee decision in Greenhill village

Hello,

This is regarding Cedar Falls Planning and Zoning commission recommendation to the City Council on increasing allowable residential density at the southwest corner of Lloyd Lane and Addison Drive and by the water tower. As me and my family understood, this change means it will be permissible to build townhomes in this area rather than the "**single-family homes**" that were originally planned.

We have learned recently about the Planning & zoning meeting in March 2018 where the increased density was discussed and approved. We want to bring to your notice that we **did not receive the mailing** in this regard and are feeling neglected. We have attended the last Planning & zoning meeting on February 13th 2019 and expressed our anguish towards this decision and being left out of this process.

My home is just across the street from this area on Addison Drive and is directly affected with this decision.

This area is already facing water run-off issues and have seen flooding on my neighbor's basement.

Also, we are already facing traffic issues on Ashworth Drive and this change will add to those chaos by diverting traffic running north/south to/from Hudson road onto Addison drive.

This development will cause tremendous traffic increases throughout the neighborhood and will affect the living in this area.

As new multifamily townhomes will directly face the single homes, we will lose privacy and our kids will not feel safe to play outside in our own backyard along with losing the value of our homes.

We hereby request you to please reconsider this decision and reinstate the decision to build quality single family homes in this area.

I am planning to attend today's Planning & Zoning meeting at the City hall and look forward to interact with you.

Thank you and look forward to your positive response to our request.

Best Regards

Alok & Ayushi Pandey

4814 Addison Drive

Cedar Falls, IA-50613

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Tuesday, February 26, 2019 2:39 PM
To: 'iAppan'; Mark Miller; Susan deBuhr; Daryl Kruse; Tom Blanford; Frank Darrah; Rob Green; David A. Wieland
Cc: sasireka iappan; Nalin Goonesekere; Iris Lehmann
Subject: RE: Opposing the plan of construction of town homes at Green Hill Village.

Thank you for your correspondence. We will include your email as part of the public record and will distribute copies to the Planning & Zoning Commission and the City Council.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: iAppan [<mailto:iappan@gmail.com>]
Sent: Tuesday, February 26, 2019 2:25 PM
To: Karen Howard; Mark Miller; Susan deBuhr; Daryl Kruse; Tom Blanford; Frank Darrah; Rob Green; David A. Wieland
Cc: sasireka iappan; Nalin Goonesekere
Subject: Opposing the plan of construction of town homes at Green Hill Village.

Dear Karen Howard,

We came to know based on the letter that we received from our Greenhill Village community, there is a plan for the construction of townhomes near water tower of green hill community, Cedar Falls.

As we are one of the early residents of this community since 2008, we see some negative consequences. Huge traffic, parking and population increased over years after building additional single family house to condos to apartments in the Green Hill area. There will be certainly a safety issue arise when adding more and more houses esp. apartments and townhouses around or surrounded by single family houses, due to the short term people live in these homes. We already feel that our single family home is under pressure of losing property value due to the condos and apartments in this area. Now more pressure will add up due to construction plan of townhomes.

As a long term resident of Green Hill Village, we strongly oppose the plan of building up of townhomes near water tower (southwest corner of Lloyd lane and Addison Drive) due to the inconvenience for people, property, parking, traffic, and more importantly safety.

Thank you for consideration.

Ayyappan Ponnaiyan
Sasireka Ayyappan

1416 Austin Way,
Cedar Falls, IA
319-553-9600

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Monday, February 25, 2019 7:55 PM
To: 'Dan Tesfa'
Cc: Mark Miller; Susan deBuhr; Daryl Kruse; Tom Blanford; Frank Darrah; Rob Green; David A. Wieland
Subject: RE: Objection to Greenhill Village High Density Zoning

Thank you, Mr. Tesfa, for your correspondence. It will be filed as part of the public record and copies will be provided to the Planning & Zoning Commission and City Council.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: Dan Tesfa [<mailto:dantesfa@gmail.com>]
Sent: Sunday, February 24, 2019 3:35 PM
To: Karen Howard
Cc: Mark Miller; Susan deBuhr; Daryl Kruse; Tom Blanford; Frank Darrah; Rob Green; David A. Wieland
Subject: Objection to Greenhill Village High Density Zoning

Dear all,

My wife Elizabeth Kena and I, together with our 2 sons are residents of 1523 Andover Court.

Our house was one of the first few houses built in the Greenhill Village in 2004. We gained occupancy at the beginning of 2005.

For an experienced world traveler who resided in 3 continents and 5 countries, including major world metropolis, Cedar Falls is the smallest city, but one where I am delighted to have been living in for the past 20 years and raise our family in the tranquility and serenity of this beautiful City.

Among the greatest assets that Cedar Falls exhibits are the efficiency of its City services, safety of residents, delivery of utilities including high speed internet, proximity to work, shopping, and mainly the Cedar Falls nicety, and many other positive attributes.

What makes me write this note is to get your attention to a situation in the Greenhill Village neighborhood where my above mentioned attributes of Cedar Falls are likely to be tainted in my mind and others with a seemingly mysterious arrangement of a process to issue a permit to build 34 townhouse units without consulting the residents that are directly or indirectly affected by this development.

Why I say mysterious arrangement is the fact that none of the supposedly sent mailings of the March 2018 Planning and Zoning committee's meeting was received by any of our neighborhood residents. This very episode impaired residents from raising legitimate concerns about the proposed development during the initial meeting in 2018. But instead the committee decided to approve without weighing the adverse impact on us which translates in reduction our home values, addition of traffic congestion, and increased safety concerns for our children, and more to mention.

Back in my surveying days of our plot in 2004, and visits to the original builder, Regency Homes, I was informed that our neighborhood was slated for single family housing, and never was a mention of high density living arrangement.

I disagree firmly with this proposal of adding high density housing and remain a steadfast supporter of the original zoning of single family housing I had the knowledge of.

Sincerely,

Dan Tesfa

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Tuesday, February 26, 2019 8:23 AM
To: Emily Thilges
Cc: Tom Blanford; Iris Lehmann
Subject: RE: Greenhill Village townhome project concerns

Follow Up Flag: Follow up
Flag Status: Flagged

Ms. Thilges, thank you for your correspondence. It will be filed as part of the public record and copies will be provided to the Planning & Zoning Commission and City Council.

Please call me if you have any questions.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: Tom Blanford
Sent: Monday, February 25, 2019 8:59 PM
To: Emily Thilges
Cc: Karen Howard
Subject: Re: Greenhill Village townhome project concerns

Good evening Ms. Thilges,

Thank you for your message. I have asked Karen Howard to include your comments in the public comments received on this project.

Sincerely,

Tom Blanford
Phone: 319-269-8151
Email: Tom.Blanford@gmail.com

On Feb 25, 2019, at 7:14 PM, Emily Thilges <emily.thilges@yahoo.com> wrote:

Dear City Council Members,

We are writing to express our concern about the plans for Greenhill Village Townhomes II. Our neighborhood has been told that last spring, there was a Planning & Zoning meeting to discuss and approve the master plan of Greenhill

Village to increase the density of housing from single family homes to medium density housing to allow for rental townhomes to be built. Unfortunately, none of the neighbors received any communication about this meeting, despite what the city's records may show.

The neighborhood first became aware of this potential townhome development and the change in density at the end of January 2019, when a limited number of property owners (only some of those with bordering properties to the development) received a letter about the Planning and Zoning meeting on Jan. 23. Because of the limited number of property owners who received that communication, and the late date it was received, most neighborhood residents were not aware of the meeting in time and were unable to attend.

Our concerns about this development include, but are not limited to the following:

- Number of units immediately bordering single-family homes with no "buffer"
- 4-person units would be too dense for this area
- Townhomes proposed are to be rental units, not for purchase
- 3-story buildings overlooking bordering one-story homes
- Unrealistic parking plans for townhome residents
- Safety and traffic concerns for existing neighborhood
- Undefined plans for garbage removal
- Existing drainage issues on Addison Drive & Athens Court
- Safety issues of connecting Addison Drive to a through street
- Existing homes currently valued at \$250,000+ will lose value dramatically due to proximity to rental housing

Our request is as follows:

Please consider revisiting the zoning of the area in question, as well as the density being allowed, as our neighborhood was never given the opportunity to weigh in on this decision last spring. We would like this area to remain as single-family housing, per the original "master plan" of Greenhill Village.

A number of Greenhill Village residents plan to attend the Planning & Zoning Commission meeting again on Feb. 27, but we need your help. Please review the plans, stop by our neighborhood for a visit, and see first-hand how this change in population density would impact our neighborhood.

We love living in Cedar Falls and Greenhill Village, but this change will negatively affect our lives and properties. Please help us ensure the desirability of our neighborhood is not diminished by this needless change.

Thank you,

Leo and Emily Thilges
4802 Addison Drive

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Tuesday, February 26, 2019 11:14 AM
To: 'kelli loers'
Cc: Iris Lehmann
Subject: RE: Greenhill Village expansion

Thank you, Ms. Loers, for your correspondence. It will be filed as part of the public record and copies will be provided to the Planning & Zoning Commission and City Council.

Please call me if you have any questions.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: kelli loers [<mailto:shcklo1712@gmail.com>]
Sent: Tuesday, February 26, 2019 10:55 AM
To: Karen Howard
Subject: Greenhill Village expansion

Hello Ms. Howard,

I am sending this communication to request you vote against the Greenhill Village townhome expansion of Lloyd Lane and Addison Drive. The increased traffic 34 town house units will bring to the neighborhood is a major roadway safety concern. The neighborhood is already not equipped with enough access points to safely enter into/out of the neighborhood and the increased traffic this expansion would bring is only going to further negatively impact this issue.

I urge you to consider opting for the previously planned for single family dwellings.

Kind Regards,

Kelli L Loers
1609 Algonquin Dr,
Cedar Falls, IA 50613

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Monday, February 25, 2019 7:35 PM
To: Iris Lehmann
Subject: FW: Concerns

Please save into the project file and make copies for the Commission.

Thanks,
Karen

From: Macabe Schmidt [<mailto:macabes@hotmail.com>]
Sent: Saturday, February 23, 2019 11:01 PM
To: Mark Miller; Susan deBuhr; Daryl Kruse; Tom Blanford; Frank Darrah; Rob Green; David A. Wieland; Karen Howard
Subject: Concerns

Council members and City Planner

I once again write to express my concern with OVER density of MY neighborhood in Greenhill Village. We bought our current house and moved in almost 2 yrs ago with the anticipation of a quiet neighborhood with obvious future development of more single family homes. As of right now, our traffic is minimal with Addison Rd not being a through street. We knew that this would one day be finished and would have slightly more traffic on it. But if these town-homes are built, the traffic could very likely be 3 fold. Traffic concerns are already a problem in the area with only 4 major outlets and of those 4, 1 is controlled by a traffic signal. I can not find another development in the city with as much housing in such a small area. There are already 26 town-homes and 12 apartment complexes in the immediate area. I ask you this, even if there weren't already 38 multi-family "homes" in your neighborhood, would you want 12 more in YOUR backyard? Why is it the developer does not put these in their backyard?

Besides the traffic concerns, this will only drive down our property values even more given the very close proximity to my home and many others. There are numerous other places around the city that do not have town-homes that these could be put.

I also find it very odd that this area mentioned was supposedly "zoned" incorrectly for over 20 yrs by the county assessor's mapping. The way I understand it, if it was zoned "R-1" and wanted to be changed by the developer, property owners would need to be notified to bring forward any concerns. So coincidentally, it was "mislabeled" for 20 yrs, thus no notification would be needed because it wasn't being rezoned. To make matters worse, no one was able to show up to the initial meeting in March of 2018 since no one was notified of any potential change or meeting. I heard the city admin state that they aren't "required" to notify anyone but do so out of decency. I spoke with nearly everyone on the list that supposedly received notification and I, myself, did NOT receive anything in this regard. In my line of work, integrity is everything.

Ask yourself this, would all of us on the list just throw away the initial letter of the proposed meeting/change, to let this proposition get one more step closer to finalization, just to raise a stink about it? Common sense would tell you no.

I do plan to be at the next Z & P meeting on Wednesday.

Sincerely
Macabe Schmidt

"The most practical kind of politics is the politics of decency." -Theodore Roosevelt
[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK
on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Wednesday, February 27, 2019 11:19 PM
To: Iris Lehmann
Subject: Fwd: Concern for new proposed townhomes at southwest corner of Greenhill Village, Cedar falls

Another letter for the record.

Sent from my iPhone

Begin forwarded message:

From: Raju Kadam <rajupkadam@gmail.com>
Date: February 27, 2019 at 9:50:18 PM CST
To: <Karen.howard@cedarfalls.com>, <daveshar@cfu.net>, <rob.green@cedarfalls.com>, <wfd@cfu.net>, <tom.blanford@cedarfalls.com>, <KruseOnCouncil@aol.com>, <susan.debuhr@cedarfalls.com>, <markm@cfu.net>
Cc: Pratibha Jadhav <jadhav.pratibha6@gmail.com>
Subject: **Concern for new proposed townhomes at southwest corner of Greenhill Village, Cedar falls**

Greetings,

This is regarding Cedar Falls Planning and Zoning commission recommendation to the City Council on increasing allowable residential density at the southwest corner of Lloyd Lane and Addison Drive (by the water tower).

Recently, we came to know that the recommendation was given to build townhomes in this area rather than the “**single-family homes**” that were originally planned.

Our neighbor recently attended the Planning and Zoning commission meeting and expressed their concern about this project. We were unable to attend the meeting, but we have also same concerns and expressing through this email.

It was also informed that commission has sent notice about this approval in March 2018, but we have never received any such notification mails.

This proposed development will affect our property one way or another either by reducing our home values or reducing nearby property values due to increased traffic, parking in the neighborhood.

Our humble request to Planning & Zoning Commission is to reconsider the recommendations / any approval by further reevaluating the Greenhill Village neighborhood concerns.

Best Regards,

Greenhill Village Neighbor

Raju Kadam & Pratibha Jadhav

4748 Loren Dr

Cedar Falls, IA-50613

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Tuesday, February 26, 2019 8:24 AM
To: 'Tara Mauerman'
Cc: Iris Lehmann
Subject: RE: Lloyd Lane and Addison Drive Residential Density

Follow Up Flag: Follow up
Flag Status: Flagged

Thank you, Ms. Mauerman, for your correspondence. It will be filed as part of the public record and copies will be provided to the Planning & Zoning Commission and City Council.

Please call me if you have any questions.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: Tara Mauerman [<mailto:taramauerman@gmail.com>]
Sent: Monday, February 25, 2019 9:07 PM
To: Karen Howard
Subject: Lloyd Lane and Addison Drive Residential Density

Dear Ms. Howard,

My husband and I live at 4701 Loren Dr., which is located in a loop in Greenhill Village. We are dismayed to hear that, based on the Planning and Zoning Commission's recommendation, the City Council has approved increasing the allowable residential density of the southwest corner of Lloyd Lane and Addison Drive. Our single family home is located very near that lot.

We urge you to please advise against the increasing of the residential density in that lot. The new townhouses that have been built (and are still being built) down the new extended section of Loren Dr. lead us ask you for this for three reasons:

- Those new townhouses look very nice, but they have already led to far more traffic along Ashworth Dr. The small roads just aren't built for a large amount of traffic.
- In addition, we notice a lot of cars parked on the street in front of these townhouses as if there are multiple people (not only one family) living in some of the townhouses. We do not want our wonderful neighborhood to become a new upwelling of rentals (as often happens with townhouses). Families that want to live, work, and stay in Greenhill Village are far more likely to purchase single family houses that they can take care of on their own and be proud of.
- Finally, townhouses are often governed by a homeowner's clause that keeps the owners/tenants

from altering the yards in any way (as they are tended by the association). Unique yards and gardens full of flowers and vegetables are vital for health of a community. Owners of single family homes want to plant flowers, trees, and shrubs and take care of their yards. Associations want what is easy and cheap to care for.

Please help us retain the long-term family community in our neighborhood and advise against increasing the residential density of Lloyd Lane and Addison Drive.

Thank you,

Tara and Lucas Plouff
4701 Loren Dr.
Cedar Falls, IA 50613
(319) 575-0283

[NOTICE: This message originated outside of the City Of Cedar Falls mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

From: Karen Howard
Sent: Tuesday, February 26, 2019 8:21 AM
To: Iris Lehmann
Subject: FW: Greenhill Village allowable residential density

Follow Up Flag: Follow up
Flag Status: Flagged

I meant to copy you on this.

From: Karen Howard
Sent: Tuesday, February 26, 2019 8:21 AM
To: 'Teri Stuckey'
Subject: RE: Greenhill Village allowable residential density

Ms. Stuckey,

Thank you for your correspondence. It will be filed as part of the public record and copies will be provided to the Planning & Zoning Commission and City Council.

If you have any questions, please give me a call.

Kind Regards,

Karen Howard, AICP

Planning & Community Services Manager
City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
(319) 268-5169
karen.howard@cedarfalls.com

From: Teri Stuckey [<mailto:tjs92@cfu.net>]
Sent: Tuesday, February 26, 2019 6:14 AM
To: tjs92
Subject: Greenhill Village allowable residential density

Cedar Falls Planning and Zoning Commission and City Council,

We moved to Cedar Falls from Cedar Rapids in 2010. The same new homes being built in Cedar Rapids were at least \$55,000 more in Cedar Falls when we were relocating. We made the investment knowing that Cedar Falls is a college town and that the homes should hold their value.

We purchased a home in Greenville Village for \$239,000. My parents retired and also moved to Greenville Village in 2011. They built a new home in Greenville Village for \$255,000.

At this time there was room for much development in the neighborhood. We were told that

at Greenville Road there would be shops....strip mall type areas with living quarters on top of those buildings. That has turned into apartment buildings being out in front of our development. The rest of the space available was to be for single family homes. That two has changed and we have more condos being built. Some of these condos are valued at \$150,000 with single car garages. These have been built next to homes valuing \$260,000 and up.

We were excited when we had a developer start building single family homes again near those apartment buildings and boasted of a beautified pond being in the new homes backyards. We felt like our neighborhood was back on track for the single family homes were were originally told of. Unfortunately Skogman built the new homes and did nothing with that pond. It has been overgrown with brush and trees. Our HOA has raised our fees to try to make it look nice for the neighborhood, but it is still overgrowing and looks bad. The developer left it and said it was the HOAs responsibility **when they promised the new home buyers that was something they were going to do.**

Now we are being told once again of more changes to our development. **What we were sold into believing when we purchased our property that certain areas still to be developed would be single family homes has now changed so that town homes can be built.**

Realizing that Cedar Falls wants to encourage growth and housing developments, it is understandable. **However, not being notified of the changes back in 2018 so that our development could have a voice in the matter is not acceptable.**

Cedar Falls is making changes for the developers and not holding them accountable for their promises. The pond is an example of this.

The changes that Cedar Falls is allowing to occur within our neighborhood for development is also hurting our investment in the homes that we have purchased.

Unfortunately due to heath reasons, my parents had to sell their home. **Within 4 years time, they took a huge loss on their home of \$28,000. They accepted the best offer that came in over a 6 month time period of \$232,000. UNTHINKABLE when this newly built home cost them \$255,000.**

Our two story home that we live in has already been assessed at \$10,000 less than the mortgage we have. New families are not as anxious to move to our neighborhood when they see all the different development taking place. The townhouses will bring in new families, but not families that are interested in purchasing single family homes when they are for sell.

Please keep the plans for single housing in our development and don't allow the developers to continue to piece together our development with apartments, town homes, condos. These decisions are decreasing our investment in our homes and making it hard to maintain the integrity of our neighborhood.

We also have concerns of runoff and continued parking and increased traffic issues. Thank you for taking this into consideration.

Sincerely,
Ross and Teri Stuckey

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AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Melissa Reade state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Melissa Reade first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

1630-1632 Lloyd Lane

Melissa Reade

Subscribed and sworn to before me by Melissa Reade this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Chris Reade state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Chris Reade first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

1630-1632 Lloyd Ln.

Chris Reade

Subscribed and sworn to before me by Chris Reade this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Nitin Bhaltadak state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Nitin Bhaltadak first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Bhaltadak 4712 Addison Dr. Cedar falls

Subscribed and sworn to before me by Nitin Bhaltadak this 4th day of February, 2019.

Susan Hamer
~~Nitin Bhaltadak~~
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Daniel Tesfa state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Daniel Tesfa first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Daniel Tesfa 1523 Andover court

Subscribed and sworn to before me by Daniel TeFsa this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Chris Noland state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Chris Noland first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Chris Noland 1510 Atkewes Ct Cedar Falls

Subscribed and sworn to before me by Chris Noland this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, MaryAnn Noland state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I MaryAnn Noland first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

MaryAnn Noland

1510 Athens Ct.
Cedar Falls

Subscribed and sworn to before me by MaryAnn Noland this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Ryan Frost state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Ryan Frost first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

4718 Addison Dr.

Ryan Frost

Subscribed and sworn to before me by Ryan Frost this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Emily Taylor state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Emily Taylor first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

[Signature] 1510 Andover Ct.

Subscribed and sworn to before me by Emily Taylor this 4th day of February, 2019.

[Signature]
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Brandon Taylor state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Brandon Taylor first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

[Signature] 1510 Andover Ct.

Subscribed and sworn to before me by Brandon Taylor this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, DIANE BERRY state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I DIANE BERRY first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Diane Berry

Subscribed and sworn to before me by DIANE BERRY this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Timothy F. Tjarks state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Timothy F. Tjarks first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

[Signature] 1521 AHERNS CT. CF.

Subscribed and sworn to before me by Timothy Tjarks this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, James Denny state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I James Denny first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

James Denny

Subscribed and sworn to before me by James Denny this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Macabe Schmidt state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Macabe Schmidt first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Macabe Schmidt
1515 Andover Ct.
Cedar Falls IA 50613

Subscribed and sworn to before me by Macabe Schmidt this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



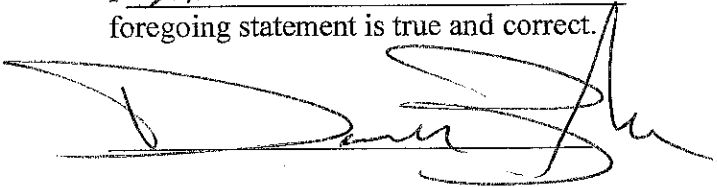
AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, DARREN BURKE state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I DARREN BURKE first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

1516 AUDOVER CT.



Subscribed and sworn to before me by Darren Burke this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Robin Swailes state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

1524 Andover Ct.
Cedar Falls, IA 50613

I Robin Swailes first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

[Signature]

Subscribed and sworn to before me by Robin Swailes this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Emily Schrader state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Emily Schrader first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

1527 Andover Ct
Cedar Falls, IA 50613

Emily Schrader

Subscribed and sworn to before me by Emily Schrader this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Emily A Thilges state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Emily A Thilges first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

4802 Addison Dr.
Cedar Falls, IA 50613

Emily A Thilges

Subscribed and sworn to before me by Emily Thilges this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa

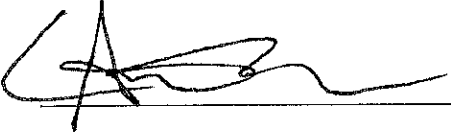


AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, LEO ADAM THILGES state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I LEO ADAM THILGES first being duly sworn on oath, depose and state that the foregoing statement is true and correct.



Subscribed and sworn to before me by Leo Thilges this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Jennifer Schmidt state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Jennifer Schmidt first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Jf Steel 1515 Andover Ct.

Subscribed and sworn to before me by Jennifer Schmidt this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Kristine K Tognetti state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Kristine K Tognetti first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Kristine K. Tognetti 1509 Andover Ct

Subscribed and sworn to before me by Kristine Tognetti this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa

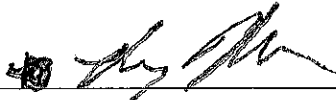


AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Brandy McComber state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

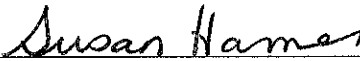
STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Brandy McComber first being duly sworn on oath, depose and state that the foregoing statement is true and correct.



4820 Addison Dr.

Subscribed and sworn to before me by Brandy McComber this 4th day of February, 2019.


Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Robin Frost state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Robin Frost first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Robin Frost 4718 Addison Dr.

Subscribed and sworn to before me by Robin Frost this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Jiehai Zhang state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I, Jiehai Zhang first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Jiehai Zhang

1509 Athens Ct.
Cedar Falls, IA 50613

Subscribed and sworn to before me by Jiehai Zhang this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Umesh A. Tol state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Umesh A. Tol first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Umesh 4724 Addison Drive, Cedar Falls
Iowa 50613

Subscribed and sworn to before me by Umesh Tol this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Rita Darchenwald state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

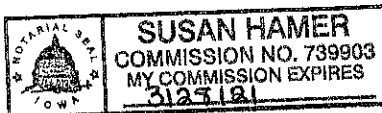
STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Rita Darchenwald first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Rita Darchenwald 1525 athena Ct.

Subscribed and sworn to before me by _____ this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Minal Tol state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Minal Tol first being duly sworn on oath, depose and state that the foregoing statement is true and correct.
M Tol 4724 Addison Dr, Cedar Falls, IA - 50613

Subscribed and sworn to before me by Minal Tol this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Tammy Burke state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS: 1516 Andover Ct
COUNTY OF BLACK HAWK)

I Tammy Burke first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Tammy Burke

Subscribed and sworn to before me by Tammy Burke this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Brenda Swailes state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

1524 Andover Ct.
Cedar Falls, IA 50613

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Brenda Swailes first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Brenda Swailes

Subscribed and sworn to before me by Brenda Swailes this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, NALIN GOONERERE state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I NALIN GOONERERE first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

[Signature] 1518 Athens Court Cedar Falls IA 50613

Subscribed and sworn to before me by Nalin Goonerere this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Chris Reade state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Chris Reade first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Chris Reade 1522 Athens Ct.

Subscribed and sworn to before me by Chris Reade this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Melissa Reade state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Melissa Reade first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Melissa Reade 1572 Athens Ct.

Subscribed and sworn to before me by Melissa Reade this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Elizabeth Kena state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Elizabeth Kena first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Elizabeth Kena 1523 Andover Ct.
Cedar Falls, IA 50613

Subscribed and sworn to before me by Elizabeth Kena this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, RODICA F. SOMODI state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I RODICA F. SOMODI first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Rodica Somodi

1536 ANDOVER CT
Cedar Falls IA 50613

Subscribed and sworn to before me by Rodica Somodi this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

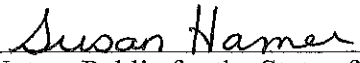
I, Marius Somodi state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Marius Somodi first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

 1536 Andover Ct.
 Cedar Falls, IA 50613

Subscribed and sworn to before me by Marius Somodi this 4th day of February, 2019.


Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Michele Hanson state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Michele Hanson first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Michele Hanson 1517 Athens Ct.

Subscribed and sworn to before me by Michele Hanson this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa



AFFIDAVIT RE: GREENHILL VILLAGE MASTER PLAN AMENDMENT NOTICE

I, Tim Hanson state under oath and subject to penalties of perjury that I did not receive the letter attached hereto as Exhibit A, dated March 19, 2018 from the Department of Community Development, City of Cedar Falls, giving notice of the Greenhill Village master plan amendment. I further state that no member of my household received said letter or was made aware by any other means of the proposed amendments, prior to the meeting date, which are the subject of that notice.

STATE OF IOWA)
) SS:
COUNTY OF BLACK HAWK)

I Tim Hanson first being duly sworn on oath, depose and state that the foregoing statement is true and correct.

Tim Hanson

Subscribed and sworn to before me by Tim Hanson this 4th day of February, 2019.

Susan Hamer
Notary Public for the State of Iowa





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 26, 2019
SUBJECT: Community Development Block Grant Program
Grant Administration and Technical Services for Rehabilitation Program
Supplemental Agreement #1

Cedar Falls is a recipient of Community Development Block Grant (CDBG) and HOME funds. In June 2018, Council approved a contract with INRCOG for administrative and program responsibilities, after a consultant selection process earlier in the year.

Included in their scope of services are monitoring contracts with service agencies as well as grant planning and reporting. The agency monitoring includes quarterly reports, financial requests, and on-site compliance visits. Planning work includes preparing the required FFY 2019 Annual Action Plan. While drafts are completed, the budget and adoption steps must wait until HUD allocation amounts are released. This is anticipated to be later this year than normal, due to the government shut down earlier this year. These aspects have necessitated additional work than what was anticipated by INRCOG, thereby increasing their general scope of work listed in Exhibit A of the original Professional Services Agreement.

INRCOG has provided tremendous support to City staff with this grant administration and development of the 5-year Consolidated Plan.

Staff recommends approving Supplemental Agreement #1 increasing the existing contracted services by \$1,500 for agency monitoring and \$1,500 for planning and reporting services. This would be funded through the 20% Administration funds allowed through CDBG funds. Attached is the proposed agreement.

Please contact me with any questions. Thank you.



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. 1

CDBG Entitlement Funding: Grant Administration and Technical Services for Housing Projects Cedar Falls, Iowa City Project Number BL-000-CD

WHEREAS, a Professional Services Agreement was entered into by the City of Cedar Falls, Iowa (Client), and the Iowa Northland Regional Council of Governments (INRCOG) (Consultant), of 229 East Park Avenue, Waterloo, Iowa 50703 dated June 18, 2018, and

WHEREAS, the Client and Consultant desire to amend the previous agreement to include Compensation for additional work required as a part of the CDBG Entitlement Funding: Grant Administration and Technical Services for Housing Projects, and

WHEREAS, monitoring the agency quarterly reports, financial requests, and on-site visits requires additional time, in order to ensure compliance with CDBG requirements and the City's expectations of each agency, and

WHEREAS, the FFY 2019 Annual Action Plan, specifically its budget, will have to be recalibrated after we receive the HUD allocation amounts. Because of the delay in receiving award allocations and the short timeline for submitting the plan, the draft plan uses estimated figures thus, necessitating adjustments before submitting the final plan for approval, and

WHEREAS, this additional work has necessitated the need for additional Grant Administration and Technical Services for Housing Projects and increased the general scope of work listed in Exhibit A of the original Professional Services Agreement,

NOW THEREFORE, it is mutually agreed to amend the original Professional Services Agreement as follows:

I. SCOPE OF SERVICES

CONSULTANT shall continue to perform professional Services (the "Services") in accordance with the Scope of Services set forth in Exhibit A of the original agreement.

II. COMPENSATION AND TERMS OF PAYMENT

Compensation for the supplemental 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. With the total agency allocation increasing by \$1,500 (not exceed \$5,000) and total planning and reporting expenses increasing by \$1,500 (not to exceed \$9,000).

III. In all other aspects, the obligations of the Client and Consultant shall remain as specified in the Professional Services Agreement dated June 18, 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:  _____

Printed Name: James P. Brown

Printed Name: Kevin Blanshan

Title: Mayor of Cedar Falls

Title: INRCOG Executive Director

Date: _____

Date: 2-21-19



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 Brown, City Council
FROM: Kevin Rogers, City Attorney
DATE: March 1, 2019
SUBJECT: Recodification

As you know, staff has been working with MuniCode on recodification of the Cedar Falls Code of Ordinances. We are ready to proceed with Council adoption of the new Code of Ordinances.

According to the Iowa Code, when a Code of Ordinances to be adopted includes amendments to the previous Code of Ordinances, then a public hearing is required.

Therefore, attached please find a proposed Resolution setting this matter for public hearing. We would respectfully request that Council adopt this Resolution setting public hearing on recodification for March 18, 2019 during the regular Council meeting.

Thank you.

Prepared by: Kevin Rogers, City Attorney, 220 Clay Street, Cedar Falls, IA 50613 (319)273-8600

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER ADOPTION
OF A CODE OF ORDINANCES FOR THE CITY OF CEDAR FALLS, IOWA.

WHEREAS, the City of Cedar Falls is proposing the adoption of a Code of Ordinances which contains amendments to existing ordinances; and

WHEREAS, the proposed Code of Ordinances contains references to nationally recognized standards as well as adoption of portions of the Iowa Code by reference; and

WHEREAS, Iowa Code Sections 380.8 and 380.10 require that a public hearing be held in such circumstances before the City Council of the City of Cedar Falls and that the City Clerk is to provide notice of such public hearing as prescribed in Iowa Code Section 362.3.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, that a hearing be held on the 18th day of March, 2019, at 7:00 p.m., in the Council Chambers of the City Hall of the City of Cedar Falls, Iowa, 220 Clay Street, Cedar Falls, Iowa, to consider adopting a Code of Ordinances for the City of Cedar Falls, Iowa. A copy of the proposed Code of Ordinances is available at the Office of the Cedar Falls City Clerk. The City Clerk is hereby directed to publish notice of said public hearing as required by law.

ADOPTED this ____ day of _____, 2019.

James P. Brown, Mayor

ATTEST:

Jacqueline Danielsen, MMC, City Clerk

CERTIFICATE

STATE OF IOWA)
)
COUNTY OF BLACK HAWK:) SS:

I, Jacqueline Danielsen, City Clerk of the City of Cedar Falls, Iowa, hereby certify that the above and foregoing is a true and correct typewritten copy of Resolution No. _____ duly and legally adopted by the City Council of said City on the _____ day of _____, 2019.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the official seal of the City of Cedar Falls, Iowa this _____ day of _____, 2019.

Jacqueline Danielsen
City Clerk of Cedar Falls, Iowa



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: David Sturch, Planner III

DATE: February 27, 2019

SUBJECT: Land Use Map Amendment and Rezoning Request

REQUEST: Land Use Map Amendment from Greenways and Floodplain to Greenways and Floodplain and Planned Development (Case #LU19-001) and
Rezone property from A-1, Agricultural to RP, Planned Residence District (Case #RZ19-001)

PETITIONER: NewAldaya Lifescapes, Fehr Graham Engineering

LOCATION: 42.35 acre parcel at the southeast corner of W. 12th Street and Union Road

The applicant has submitted a request to amend the future land use map and rezone a 42.35 acre parcel at the southeast corner of W. 12th Street and Union Road. The future land use map amendment includes a change from Greenways & Floodplain to Greenways & Floodplain and Planned Development. This request also includes a zoning change from A-1, Agricultural to RP, Planned Residence. The land use and rezoning change will allow development of a NewAldaya Lifescapes campus that includes one and two unit dwellings and multi-unit dwellings for a 55 and over clientele. Staff recommended approval of the land use and rezoning change. The Planning and Zoning Commission has considered the request and unanimously recommended approval.

Staff requests that Council set a public hearing date for March 18, 2019 to formally consider the change in the future land use map and rezoning request. A full staff report and summary report of the Planning and Zoning Commission meetings will be provided to City Council prior the public hearing.

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO
THE FUTURE LAND USE MAP FROM GREENWAYS AND FLOODPLAIN TO
GREENWAYS AND FLOODPLAIN AND PLANNED DEVELOPMENT
AND CHANGES IN SECTION 29-107, DISTRICT BOUNDARIES
OF DIVISION I, GENERALLY, OF ARTICLE III, DISTRICTS AND
DISTRICT REGULATIONS, OF CHAPTER TWENTY-NINE (29), ZONING,
OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR FALLS, IOWA BY
REMOVING CERTAIN REAL ESTATE FROM THE A-1 AGRICULTURAL DISTRICT
AND PLACING SAID REAL ESTATE IN THE RP PLANNED RESIDENCE DISTRICT

To Whom It May Concern:

NOTICE IS HEREBY GIVEN that the City Planning and Zoning Commission has recommended to the City Council of Cedar Falls, Iowa, an amendment to the City Future Land Use Map from Greenways and Floodplain to Greenways and Floodplain and Planned Development and also amend Section 29-107, District Boundaries of Division I, Generally, of Article III, Districts and District Regulations, of Chapter Twenty-nine (29), Zoning, of the Code of Ordinances of the City of Cedar Falls, Iowa, and known as the Zoning Ordinance and that the City Council of the City of Cedar Falls, Iowa, proposes to amend said Ordinance by removing the real estate from the A-1 Agricultural Zoning District, and placing the same in the RP, Planned Residence District as described below:

A PARCEL IN LOT 2 OF ROBINSON'S MINOR PLAT OF PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 14 WEST OF THE 5TH P.M., BLACK HAWK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION;

THENCE NORTH 89°49'32" EAST (ASSUMED BEARING), 75.00 FEET ALONG THE NORTH LINE OF SAID SECTION TO THE NORTHERLY EXTENSION OF THE WEST LINE OF LOT 2 OF ROBINSON'S MINOR PLAT OF PART OF THE NORTHWEST QUARTER OF SAID SECTION; THENCE SOUTH 00°00'06" EAST, 33.00 FEET ALONG SAID WEST EXTENSION LINE TO THE NORTHWEST CORNER OF SAID LOT 2 AND THE POINT OF BEGINNING; THENCE NORTH 89°49'32" EAST, 795.34 FEET ALONG THE NORTH LINE OF SAID LOT 2 TO THE NORTHWEST CORNER OF LOT 1 IN SAID MINOR PLAT; THENCE SOUTH 00°09'12" EAST, 275.63 FEET; THENCE NORTH 89°48'38" EAST, 223.37 FEET; THENCE SOUTH 00°10'46" EAST, 307.88 FEET; THENCE SOUTH 35°48'01" EAST, 410.89 FEET; THENCE NORTH 89°49'48" EAST, 813.81 FEET; THENCE SOUTH 00°02'24" EAST, 898.69 FEET, ALL ALONG THE EASTERLY LINE OF SAID LOT 2; THENCE NORTH 50°48'28" WEST, 1,057.40 FEET; THENCE SOUTH

01°16'33" WEST, 145.20 FEET TO THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION AS SHOWN ON SAID MINOR PLAT; THENCE SOUTH 89°47'16" WEST, 1,252.41 FEET ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION AS SHOWN ON SAID MINOR PLAT TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 00°00'06" WEST, 1,291.49 FEET TO THE POINT OF BEGINNING;

CONTAINING 42.345 ACRES, SUBJECT TO EASEMENTS OF RECORD.

There will be a public hearing on said proposed change on the 18th day of March, 2019, at 7:00 o'clock P.M., in the Council Chambers amending the Future Land Use Map and said Section are now on file in the office of the City Clerk in the City Hall in the City of Cedar Falls, Iowa, and is available for reference and inspection by the public. Objections to said proposed change in said Ordinance and Land Use may be made in writing at any time prior to the public hearing as set forth herein and oral objections will be heard at said hearing.

Jacqueline Danielsen, MMC, City Clerk

RESOLUTION NO. _____

RESOLUTION FIXING DATE OF HEARING ON PROPOSED
AMENDMENT TO THE FUTURE LAND USE MAP AND TO
CHAPTER 29, ZONING, CODE OF ORDINANCES
OF THE CITY OF CEDAR FALLS, IOWA, AND DIRECTING
PUBLICATION OF NOTICE OF SAID PUBLIC HEARING

WHEREAS, a proposal was submitted to the Cedar Falls Planning and Zoning Commission to amend the Future Land Use Map from Greenways and Floodplain to Greenways and Floodplain and Planned Development and to change the zoning from A-1 Agricultural to RP, Planned Residence District as described below, and

WHEREAS, said Commission has recommended approval of said change in the land use and zoning, and

WHEREAS, it is desired to submit the same for consideration to the City Council to have a public hearing on the same as provided by law;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, that there shall be a public hearing on a proposed amendment to the Future Land Use Map from Greenways and Floodplain to Greenways and Floodplain and Planned Development and to amend Section 29-107, District Boundaries of Division I, Generally, of Article III Districts and District Regulations, of Chapter Twenty-nine (29), Zoning, of the Code of Ordinances of the City of Cedar Falls, Iowa, by removing and changing from the A-1 Agricultural Zoning District, and placed in the RP, Planned Residence Zoning District on the following described real estate:

A PARCEL IN LOT 2 OF ROBINSON'S MINOR PLAT OF PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 89 NORTH, RANGE 14 WEST OF THE 5TH P.M., BLACK HAWK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION;

THENCE NORTH 89°49'32" EAST (ASSUMED BEARING), 75.00 FEET ALONG THE NORTH LINE OF SAID SECTION TO THE NORTHERLY EXTENSION OF THE WEST LINE OF LOT 2 OF ROBINSON'S MINOR PLAT OF PART OF THE NORTHWEST QUARTER OF SAID SECTION; THENCE SOUTH 00°00'06" EAST, 33.00 FEET ALONG SAID WEST EXTENSION LINE TO THE NORTHWEST CORNER OF SAID LOT 2 AND THE POINT OF BEGINNING; THENCE NORTH 89°49'32" EAST, 795.34 FEET ALONG THE NORTH LINE OF SAID LOT 2 TO THE NORTHWEST CORNER OF LOT 1 IN SAID MINOR PLAT; THENCE SOUTH 00°09'12" EAST, 275.63 FEET; THENCE NORTH 89°48'38" EAST, 223.37 FEET; THENCE SOUTH 00°10'46" EAST, 307.88 FEET; THENCE

SOUTH 35°48'01" EAST, 410.89 FEET; THENCE NORTH 89°49'48" EAST, 813.81 FEET; THENCE SOUTH 00°02'24" EAST, 898.69 FEET, ALL ALONG THE EASTERLY LINE OF SAID LOT 2; THENCE NORTH 50°48'28" WEST, 1,057.40 FEET; THENCE SOUTH 01°16'33" WEST, 145.20 FEET TO THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION AS SHOWN ON SAID MINOR PLAT; THENCE SOUTH 89°47'16" WEST, 1,252.41 FEET ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION AS SHOWN ON SAID MINOR PLAT TO THE WEST LINE OF SAID LOT 2; THENCE NORTH 00°00'06" WEST, 1,291.49 FEET TO THE POINT OF BEGINNING;

CONTAINING 42.345 ACRES, SUBJECT TO EASEMENTS OF RECORD.

And that said public hearing shall be held on the 18th day of March, 2019, at 7:00 o'clock P.M., in the Council Chambers in the City Hall of the City of Cedar Falls, Iowa. The City Clerk is hereby authorized and directed to publish notice of said hearing the Waterloo-Cedar Falls Courier, said notice to be published at least seven (7) days prior to the hearing date.

INTRODUCED AND ADOPTED this 4th day of March, 2019.

James P. Brown, Mayor

ATTEST:

Jacqueline Danielsen, MMC, City Clerk



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: Shane Graham, Planner II
DATE: February 27, 2019
SUBJECT: Proposed Amended and Restated Agreement for Private Development between the City of Cedar Falls, Iowa and Buckeye Corrugated, Inc.

The Community Development Department would like to request that a public hearing be scheduled for March 18, 2019 to address the proposed Amended and Restated Agreement for Private Development between the City of Cedar Falls and Buckeye Corrugated, Inc. The project consists of a 175,000 sf. industrial warehouse and production facility, which is currently under construction at 2900 Capital Way. Additional information pertaining to the Amended and Restated Agreement for Private Development will be provided to City Council prior to the public hearing.

If you have any questions, please contact the Community Development Department.

xc: Stephanie Houk Sheetz, Director of Community Development
Karen Howard, Planning and Community Services Manager
Kevin Rogers, City Attorney
Matt Highland, Division President

Prepared by: Kevin Rogers, City Attorney, 220 Clay Street, Cedar Falls, IA 50613, (319) 273-8600

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER ENTERING INTO A PROPOSED AMENDED AND RESTATED AGREEMENT FOR PRIVATE DEVELOPMENT BETWEEN THE CITY OF CEDAR FALLS, IOWA, AND BUCKEYE CORRUGATED, INC.

WHEREAS, the City Council of the City of Cedar Falls, Iowa, has received a proposal from BUCKEYE CORRUGATED, INC., a Delaware corporation (the "Developer"), to enter into a proposed Amended and Restated Agreement for Private Development (the "Agreement") between the City of Cedar Falls, Iowa, and Buckeye Corrugated, Inc. on terms which include:

- (1) Entering into an Amended and Restated Minimum Assessment Agreement whereby the minimum actual taxable value of the land and improvements to be constructed on the Development Property would be established at an amount not less than \$10,056,000.00 for a period through December 31, 2030; and

WHEREAS, as required by law, a hearing is to be held by the City Council of the City of Cedar Falls, Iowa, to consider entering into the proposed Agreement for Private Development that includes a Partial Property Tax Exemption pursuant to the terms of said Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, that a hearing be held on the 18th day of March, 2019, at 7:00 p.m., in the Council Chambers of the City Hall of the City of Cedar Falls, Iowa, 220 Clay Street, Cedar Falls, Iowa, to consider entering into a proposed Amended and Restated Agreement for Private Development between the City of Cedar Falls, Iowa, and Buckeye Corrugated, Inc. A copy of the proposed agreement is on file in the Office of the Cedar Falls City Clerk. The City Clerk is hereby directed to publish said notice of said public hearing.

ADOPTED this ____ day of _____, 2019.

James P. Brown, Mayor

ATTEST:

Jacqueline Danielsen, MMC, City Clerk

CERTIFICATE

STATE OF IOWA)
)
COUNTY OF BLACK HAWK:) SS:

I, Jacqueline Danielsen, City Clerk of the City of Cedar Falls, Iowa, hereby certify that the above and foregoing is a true and correct typewritten copy of Resolution No. _____ duly and legally adopted by the City Council of said City on the ____ day of _____, 2019.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the official seal of the City of Cedar Falls, Iowa this ____ day of _____, 2019.

Jacqueline Danielsen
City Clerk of Cedar Falls, Iowa

Prepared by: Kevin Rogers, City Attorney, 220 Clay Street, Cedar Falls, IA 50613, (319) 273-8600

NOTICE OF PUBLIC HEARING TO CONSIDER ENTERING INTO A PROPOSED AMENDED AND SUBSTITUTED AGREEMENT FOR PRIVATE DEVELOPMENT BETWEEN THE CITY OF CEDAR FALLS, IOWA, AND BUCKEYE CORRUGATED, INC.

To Whom It May Concern:

Notice is hereby given that on the 18th day of March, 2019, at 7:00 p.m. in the Council Chambers of the City Hall, 220 Clay Street, Cedar Falls, Iowa, a Public Hearing will be held by the City Council of said City of Cedar Falls, Iowa, on a proposal from Buckeye Corrugated, Inc., a Delaware corporation (the "Developer"), to enter into a proposed Amended and Substituted Agreement for Private Development between the City of Cedar Falls, Iowa, and Buckeye Corrugated, Inc., on terms which include:

- (1) Entering into an Amended and Restated Minimum Assessment Agreement whereby the minimum actual taxable value of the land and improvements to be constructed on the Development Property would be established at an amount not less than \$10,056,000.00 for a period through December 31, 2030; and

A copy of the proposed agreement is on file in the Office of the Cedar Falls City Clerk.

Any interested party may appear at the time and place of hearing and be heard, or may file written objections with the City Clerk on or before the date and time of said hearing.

This notice is given pursuant to Resolution No. _____ by the City Council of the City of Cedar Falls, Iowa on the ____ day of _____, 2019.

Jacqueline Danielsen, MMC, City Clerk



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: Shane Graham, Planner II
DATE: February 27, 2019
SUBJECT: Proposed Agreement for Private Development between the City of Cedar Falls, Iowa and Martin Realty Company II, L.L.C.

The Community Development Department would like to request that a public hearing be scheduled for March 18, 2019 to address the proposed Agreement for Private Development between the City of Cedar Falls and Martin Realty Company II, L.L.C. (Martin Brothers). The proposed project would consist of a 5,600 sf. corporate/professional office facility addition to be constructed at their existing office at 6623 Chancellor Drive. Additional information pertaining to the Agreement for Private Development will be provided to City Council prior to the public hearing.

If you have any questions, please contact the Community Development Department.

xc: Stephanie Houk Sheetz, Director of Community Development
Karen Howard, Planning and Community Services Manager
Kevin Rogers, City Attorney
Ethan Dewall, Martin Realty Company II, L.L.C. (via e-mail)

RESOLUTION NO. _____

RESOLUTION SETTING DATE OF PUBLIC HEARING TO CONSIDER ENTERING INTO A PROPOSED AGREEMENT FOR PRIVATE DEVELOPMENT BETWEEN THE CITY OF CEDAR FALLS, IOWA, AND MARTIN REALTY COMPANY II, L.L.C.

WHEREAS, the City Council of the City of Cedar Falls, Iowa, has received a proposal from Martin Realty Company II, L.L.C., an Iowa limited liability company (the "Developer"), to enter into a proposed Agreement for Private Development (the "Agreement") between the City of Cedar Falls, Iowa, and Martin Realty Company II, L.L.C. on terms which include:

- (1) Developer will construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Cedar Falls Unified Highway 58 Corridor Urban Renewal Area as defined and legally described in the Agreement and consisting of a Corporate/Professional Office Facility Addition totaling at least 5,600 square feet of finished space, as outlined in the proposed Agreement; and
- (2) Developer will employ employees in the Minimum Improvements; and
- (3) Under the terms and following satisfaction of the conditions set forth in the Agreement, the City will make up to five (5) consecutive annual payments of Economic Development Grants to Developer equivalent to a declining percentage of the tax increments that would be generated by the construction of the Minimum Improvements under Iowa Code Section 403.19.

WHEREAS, a hearing is to be held by the City Council of the City of Cedar Falls, Iowa, to consider entering into the proposed Agreement for Private Development pursuant to the terms of said Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, that a hearing be held on the _____ day of _____, 2019, at _____ p.m., in the Council Chambers of the City Hall of the City of Cedar Falls, Iowa, 220 Clay Street, Cedar Falls, Iowa, to consider entering into a proposed Agreement for Private Development between the City of Cedar Falls, Iowa, and Martin Realty Company II, L.L.C.. A copy of the proposed agreement is on file in the Office of the Cedar Falls City Clerk. The City Clerk is hereby directed to publish said notice of said public hearing.

ADOPTED this ____ day of _____, 2019.

James P. Brown, Mayor

ATTEST:

Jacqueline Danielsen, MMC, City Clerk

CERTIFICATE

STATE OF IOWA)
)
COUNTY OF BLACK HAWK:) SS:

I, Jacqueline Danielsen, City Clerk of the City of Cedar Falls, Iowa, hereby certify that the above and foregoing is a true and correct typewritten copy of Resolution No. _____ duly and legally adopted by the City Council of said City on the _____ day of _____, 2019.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the official seal of the City of Cedar Falls, Iowa this _____ day of _____, 2019.

Jacqueline Danielsen
City Clerk of Cedar Falls, Iowa

Prepared by: Shane Graham, Planner II, 220 Clay Street, Cedar Falls, IA 50613, (319) 243-2713

NOTICE OF PUBLIC HEARING TO CONSIDER ENTERING INTO A
PROPOSED AGREEMENT FOR PRIVATE DEVELOPMENT BETWEEN THE
CITY OF CEDAR FALLS, IOWA, AND MARTIN REALTY COMPANY II, L.L.C.

To Whom It May Concern:

Notice is hereby given that on the 18th day of March, 2019, at 7:00 p.m. in the Council Chambers of the City Hall, 220 Clay Street, Cedar Falls, Iowa, a Public Hearing will be held by the City Council of said City of Cedar Falls, Iowa, on a proposal from Martin Realty Company II, L.L.C., an Iowa limited liability company (the “Developer”), to enter into a proposed Agreement for Private Development between the City of Cedar Falls, Iowa, and Martin Realty Company II, L.L.C., on terms which include:

- (1) Developer will construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Cedar Falls Unified Highway 58 Corridor Urban Renewal Area as defined and legally described in the Agreement and consisting of a Corporate/Professional Office Facility Addition totaling at least 5,600 square feet of finished space, as outlined in the proposed Agreement; and
- (2) Developer will employ employees in the Minimum Improvements; and
- (3) Under the terms and following satisfaction of the conditions set forth in the Agreement, the City will make up to five (5) consecutive annual payments of Economic Development Grants to Developer equivalent to a declining percentage of the tax increments that would be generated by the construction of the Minimum Improvements under Iowa Code Section 403.19.

A copy of the proposed agreement is on file in the Office of the Cedar Falls City Clerk.

Any interested party may appear at the time and place of hearing and be heard, or may file written objections with the City Clerk on or before the date and time of said hearing.

This notice is given pursuant to Resolution No. _____ by the City Council of the City of Cedar Falls, Iowa on the _____ day of _____, 2019.

Jacqueline Danielsen, MMC, City Clerk