



## STATUS & INFORMATION REPORT

WEEK OF MAY 27, 2008

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*Cedar Rapids is a vibrant urban hometown - a beacon for people and businesses that are invested in building a greater community for the next generation.*

### **CITY MANAGER**

- ✓ Sandi Fowler has been selected from an internal recruitment to fill the newly created position of Assistant to the City Manager. This position reports to the City Manager as a staff assistant. Position responsibilities include coordinating city-wide customer service and strategic planning efforts, as well as neighborhood liaison activities.

### **COMMUNITY DEVELOPMENT**

- ✓ The City is continuing efforts to incorporate smart growth principles. The two citizen committees on Environmentally Sensitive Areas and Infill Development have been discussing the issues and obtaining input from local stakeholders. The committees will also be hosting a joint Open House on Thursday, June 26, 2008 to receive feedback from the general public. These comments and suggestions will be used by the committees to assist in identifying the challenges and examining the City's existing policies and procedures. Another Open House in August will provide an opportunity for public review of potential options prior to formal presentation to the City Council in September.
- ✓ As of June 2, 2008, the Preliminary Site Development Plan and Administrative Site Plan Review submittal date will move to Mondays from Wednesdays. This change was suggested in the City's April LEAN event. An increase in additional time and complete applications will benefit both the City staff and the customers who use the process.
- ✓ The new home construction portion of the Oak Hill Housing and Neighborhood Development (HAND) Program moved forward with the property disposition completed for the house at 900 8<sup>th</sup> Street SE. As construction of the first house gets underway, City staff will be working with the Oak Hill Action Team (OHAT) on the process of securing a qualified developer to oversee the construction and marketing of the identified new housing units. Following is a general listing of the next steps:
  - Draft a Request for Qualification packet that consists of the design guidelines, design portfolio, and additional program requirements
  - Prepare a comprehensive mailing list of local and regional developers for distribution
  - Hold an informational meeting with interested developers to express the City's objectives and answer questions
  - Evaluate the Statements of Qualification and schedule City Council interviews with the finalists
  - City Council selection of a preferred developerStaff will then work with the preferred developer to create a project proposal for City Council consideration and approval.
- ✓ The City Council will review information concerning the completed location feasibility study for the Intermodal Transportation Facility (ITF) and a timeline for the project at the June 18, 2008 Council meeting. The feasibility study outlines the technical specifications for a particular site as required by the Federal Transit Administration. The study outlines the need and demographics, the functions of the facility, how it will interact

with the transit system, the market and financial feasibility, the site selection process, some basic environmental information, and the overall project concept.

- ✓ The “Our City/Our Neighborhood” Housing Fair was held on May 15, 2008 in the Armory at City Hall. There were approximately 40 citizens who attended the Fair. The information, collected on the citizen feedback forms, is being summarized. In the next several weeks, the participating departments and agencies will meet to review the citizen feedback. The feedback will assist in directing future activities to “Enhance Our Neighborhoods”.
- ✓ Community Development Staff assisted with clean up of the Sinclair Site on May 18, 2008. The clean-up activities were originally scheduled for the May 3, 2008 Earth Day activities, but rescheduled due to the recent flooding. The volunteers filled 13 trash bags of litter. The day’s volunteers were invited to Ellis Park to enjoy a BBQ in honor of their hard work, and kids were able to meet Mr. Earth., the mascot.

## **HUMAN RESOURCES**

- ✓ The Iowa Health Buyers Alliance is an association of health purchasers who have come together to identify, evaluate, recommend and provide access to cost-effective high performance policies, practices, providers, and products for its members. Gloria McMahan, Classification and Compensation Manager, has represented the City of Cedar Rapids in this association since it’s creation in 2004. At the May meeting, she received a certificate of appreciation for her contributions and leadership of the group.

## **LIBRARY**

- ✓ Architects are visiting the library building in response to the Building and Services Committee’s RFQ for architectural services.
- ✓ The library’s quest for a firm to conduct an executive search for a new Library Director is underway.

## **PARKS & RECREATION**

- ✓ Summer recreation program revenue is up 5% over the same period last year. Registrations are continuing to be accepted with most programs beginning the second and third weeks of June. In spite of a cold April and May, swim pass revenue is up 8% with over 300 additional passes and renewals sold in comparison to the same period last year.
- ✓ All outdoor pools will be open Saturday and Sunday, May 31<sup>st</sup> and June 1<sup>st</sup>, from 11:45am to 12:45pm for lap swim and from 1:00 to 6:00pm for open swim. The regular swimming season begins on Saturday, June 7<sup>th</sup>.
- ✓ In the past week vandalism and graffiti have been especially heavy in the park system. Spray paint vandalism occurred at Riverside Skate Park, Riverside Park, Northview Park, Daniels Park, Noelridge Park, Shawnee Park, Cleveland Park, Time Check Park, Jacolyn Park, Cedar Lake Park, Hidder Park, Lincolnway Park and Bever Park. In some cases spray paint remover and high pressure water cannot remove the paint. The restroom at Riverside Park will require sand blasting of the five year old \$80,000 restroom to remove the paint. Other vandalism includes portable restrooms tipped over at Cherry Hill Park and Delaney Parks and sewer cleanout caps stolen at a Bever Park restroom causing a sewer spill out into the grass in the park. Two one-ton truck loads of tires, rims and debris were illegally dumped at Roller Dam Road and a tent owned by Spielman’s Event Services and valued at \$5,000 was stolen from the flower garden area at Noelridgde Park. Staff time spent dealing with vandalism and illegal dumping has taken time away from other park maintenance duties.

## **POLICE**

- ✓ Captain Steve O’Konek recently attended a 3-day Annual Benchmark cities Conference in Boulder, CO. There were 22 cities represented.
- ✓ Dawn Stanford attended Pen-Link training in Lincoln, NE for 3 days. Pen-Link is a stand alone intelligence data-base. The purpose of the program is to securely store intelligence information, crime mapping; and link-analysis summaries.
- ✓ Officers Matt Cummings and Allen Whittaker attended 3 days of training in Socorro, NM on Incident Response to Terrorist Bombings.
- ✓ The K-9 Division received a \$3,000 check from Harding Middle School on Thursday. The students had numerous fundraisers including a dodge ball game, Dollars for Dogs, and a bake sale.

- ✓ On May 18<sup>th</sup>, Lt. Tobey Harrison was awarded the Viola Gibson Community Service Award presented by the Cedar Rapids NAACP youth council for outstanding community service and being an outstanding role model

## **PUBLIC WORKS**

- ✓ Leslie Hart, Public Works-Traffic Engineering, attended the National Roundabout Conference held in Kansas City, MO May 18 -21. The conference was sponsored by the Transportation Research Board (TRB), Missouri & Kansas Departments of Transportation, the City of Overland Park, KS, and others to exchange information on how roundabouts have been selected, designed, implemented, and introduced in various communities. Presenters and attendees included international researchers, nationally-known consultants, public agency engineers, and city/county administrators and officials. Roundabouts have been used extensively as an alternative to stop sign or signal-controlled intersections in Europe and Australia for over 40 years, and their use is rapidly advancing in the US. A well-chosen, well-designed roundabout can provide reductions in intersection delay, severe crash types, and roadway widening. Staff will use the information to develop options for policies for roundabout decisions, and to evaluate locations where roundabouts might be considered.
  - ✓ Major maintenance work:
    - Kent and Boyson Rd NE – Complete sanitary box out and street panel repair
    - Cleveland St SW from 1<sup>St</sup> to 8<sup>th</sup> Ave – Start repair of storm grates repair
    - Forrest Valley Ct NE - Sanitary box out and street panel repair
    - Windsor Dr NE – Sanitary box out and street panel repair
    - Milbrook Ct NE - Sanitary box out and street panel repair
    - Deb Ann Ln NE - Sanitary box out and street panel repair
    - Roadside vegetation mowing in the NE Quadrant
  - ✓ Every 3 years medians throughout the city are cleaned and painted. Cleaning has been completed and the rain over the weekend finished the final flushing of the areas. Painting of the medians will start on May 27<sup>th</sup> depending on the weather. The work is expected to take approximately one week to complete.
  - ✓ Currently PW staff has mailed over 136 weed complaint letters for this year’s weed season. Once a site has a complaint that the overall level is over 12 inches in height, a letter is sent to the resident. The site is then inspected five days later. If it is compliant, a door tag is posted thanking the resident. If the site is not compliant, it is turned over to a contractor to bring into compliance. To make reports for this issue, you can either call Public Works at 286-5802 or email [street@cedar-rapids.org](mailto:street@cedar-rapids.org).
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## **UPDATES**

**1232 3<sup>rd</sup> Street NW** – Code Enforcement Division staff have been working with the Iowa Department of Natural Resources and Federal Emergency Management Agency representatives to verify work that can be completed on this dilapidated home by the property owner. There were several code violations cited in the past and also recently cited during the Neighborhood Enhancement Action Team initiative that need to be corrected to make this home livable. Staff met with the property owner who is currently in the process of outlining his rehabilitation plan and will be taking out a building permit in the near future, pending staff review of the proposal. This is one of the “red” properties on the dilapidated housing list, which means it was identified as one of the worst properties in Cedar Rapids.

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## COUNCIL MEMBERS' CALENDAR

*(Not all meetings are noted. The calendar is **not** an official posting.)*

<b>Monday, May 26</b>		Holiday – Offices closed
<b>Tuesday, May 27</b>	5:00pm	Conversations with Council, ( <i>Johnson Ave. Hy Vee</i> )
<b>Wednesday, May 28</b>	4:00pm	Boards & Commissions interviews, ( <i>Canney Conf. Room</i> )
	6:00pm	Formal Council meeting, ( <i>Council Chambers</i> )
<b>Thursday, May 29</b>	4:00pm	Strategic Planning, ( <i>Council Chambers</i> )