Employee News

New Employees
Brittany Cruickshank, BSD – Permit Technician effective Nov 13. Brittany joins the City from Stonehenge Construction.

BreShanda Armstrong, LIB – Shelver effective Nov 13. BreShanda joins the City from Grapetree.

Andrea Jilovec, LIB – Shelver effective Nov 13. Andrea joins the City from HyVee.

Kileen Granata, LIB – Shelver effective Nov 13. Kileen joins the City from Garfield County Public Library District.

Thanksgiving Hours of Operation
Most City offices (including both Libraries) will be closed Thursday, Nov 23 and Friday, Nov 24.
The following services will continue to operate:

CR Transit - No bus service Thursday, reduced service Friday

Fire Department - Administration and Fire Marshal's Offices closed

Police Department - Administration offices closed

Solid Waste & Recycling - Garbage, yard waste and recycling will NOT be collected. Thursday collections be Friday. Friday collections will be Saturday.

Water Pollution Control - Operational

The Water Division’s 24-hour emergency service number is 286-5910.
Public Works’ Sewer and Street Division’s 24-hour emergency service number is 286-5826.
City Manager and Director Update

Fly Local Travel Policy
In order to enhance our partnership with The Eastern Iowa Airport, we have implemented a ‘Fly Local Travel Policy’ for the City of Cedar Rapids. This agreement outlines that our staff members will explore flight options through The Eastern Iowa Airport (CID) first, and will be required to use CID if flights are: available within four (4) hours of travel time each way from flights available at competing airports and within $300 of the lowest priced tickets at competing airports. This will also apply to vendors and/or suppliers utilizing air travel into eastern Iowa. Any exceptions to this policy must be authorized by the leadership team prior to purchasing.

Holiday Tree
On Monday, Nov 20, Parks and Forestry crews will cut, transport and set up the official City Christmas tree. This year’s tree is a 20 year old Blue Spruce that is more than 25 feet tall and donated by Janet Walker on the northwest side of Cedar Rapids. The tree will be moved to Greene Square with help from Coonrod at 8:00 a.m. Once it arrives in the park, it will be decorated and placed in its permanent location across from the Cedar Rapids Public Library. The tree will be wrapped with 1,200 feet of lights and more than 7,000 LED bulbs. Four additional smaller trees will be decorated in the planters in the park.

The tree lighting ceremony will take place on Saturday, November 25 at 5:30 p.m. at Greene Square. The Metro Economic Alliance is encouraging people to spend time downtown for #ShopSmall day prior to the lighting ceremony. Choral groups from Mount Mercy University will sing carols before and after the ceremony and Janet Walker will light the tree.

Patrol Officers to Consider Schedule Change
In December 2016 the City of Cedar Rapids engaged Alexander Weiss Consulting, LLC to conduct a staffing and deployment analysis for the Cedar Rapids Police Department. Their findings were based on review of departmental data and documents, interviews with department members, and a focus group of community members.

The report recommended that the Police Department adopt a workload-based approach to patrol staffing. Currently, the Police Department bases patrol staffing largely on the basis of minimum staffing both for officers and supervisors. In the consultant’s analysis, they identified a staffing level based on an analysis of community generated calls for service, which they recommended as a more appropriate method for staffing and deployment.

The workload-based approach has two advantages. First, it permits the agency to staff based on actual demand (e.g. the department should staff officers when they are needed). Second, because the methodology is relatively straightforward the department could modify staffing, particularly when it appears that calls for service patterns are changing.

The Police Bargaining Unit has been presented with proposed schedules and will be conducting a vote since one of the proposed schedules includes a 12-hour shift and this will require a change to the Collective Bargaining Agreement. The Police Chief intends to move forward with what is in the best interest of the department, officers, and the community – while honoring the Police Collective Bargain Agreement.

DragonCam
The Police Department received a new law enforcement tool that is designed to get motorists to slow down and obey the speed limit. The new camera is called a DragonCam and it is being deployed around the community. The CRPD is concentrating initial enforcement on areas of citizen concern and those that can make the most impact on safety – school zones and construction zones.

A pedestrian struck at 30 miles per hour (mph) is twice as likely to be killed as a pedestrian struck at 25 mph. Five mph can make a substantial difference in areas where pedestrians are likely to be present and could be at risk of being struck by a motor vehicle.

The DragonCam allows the police officer to either conduct a traffic stop or capture an image of the violation with the photo laser, issuing a civil citation by mail. An officer has to pull the trigger to activate the laser and obtain the speed of the moving vehicle. The violation is witnessed and captured by the officer, who can submit the photograph that is taken if the speed is over a predetermined amount.

According to the National Transportation Safety Board’s study of crashes from 2005 through 2014, a vehicle’s speed was a factor in 31 percent of all traffic fatalities. Speeding increases crash risk in two ways: (1) it increases the likelihood of being involved in a crash, and (2) it increases the severity of injuries sustained by all road users in a crash.

There is no cost to the Police Department for the DragonCam. The issuance of the citation and appeal process is the same as the City’s Automated Traffic Enforcement program.
City Manager and Director Update

Fireworks Update

On August 8, 2017, the Public Safety & Youth Service City Council Subcommittee recommended to the entire City Council that the City ban the use of consumer grade fireworks and limit the areas in which consumer grade fireworks could be sold. This led to Resolution # 1187-08-17 that directed City staff to take action to ban the use of consumer fireworks and limit the areas where consumer fireworks could be sold. To restrict consumer fireworks usage and locations where fireworks could be sold, there were changes that were required in Municipal Code Chapters 32, 37, and 63. On November 14 the City Council passed the first reading of Chapters 32 and 37 of the Municipal Code that restricts fireworks sales to areas with industrial zoning. Chapter 32 is the Municipal code for Zoning and Chapter 37 is the Municipal Code for Fire Code. At the upcoming November 28 City Council meeting, City staff will present changes to Chapter 63, specifically Municipal Code 63.10B Fireworks. This section involves offenses against public safety and outlines usage of fireworks. Resolution # 1187-08-17 will be rescinded and replaced with the new Municipal Code 63.10B. The changes to Chapter 63.10B, along with the changes to Chapters 32 and 37 of the Municipal Code, will result in a total ban on the use of consumer fireworks in the City and restrict sales of consumer fireworks to industrial zones.

The second and third readings of Chapter 63.10B will take place at the December 5 City Council meeting and, with Council approval, the new ordinance will be in place on December 9. Without City Council action, the state of Iowa would have permitted discharge of consumer fireworks beginning on December 10.

Crews Ready for Winter

The Public Works Streets Division manages snow removal operations, and staff has been preparing for the past several weeks to ensure equipment and materials are ready. Cedar Rapids provides one of the highest levels of snow removal service in the state, treating and responding to both arterial and residential roads. The City has more than 9,000 tons of salt on hand, stored in three different locations for easy access. For the next several winters we will also be using the sand that was used in HESCO barriers last year during emergency flood measures. Crews will move into winter shifts by the end of November to ensure 24/7 coverage with 2nd and 3rd shifts.

Community outreach also plays a role in winter preparations. Students from several local elementary schools helped decorate plow blades as part of the “Paint a Plow” program. The division has also developed a friendly video reminder on the parking changes that take effect during snow emergencies. You can see this video on the City’s blog: http://www.cedar-rapids.org/blog/Crews-are-Ready-for-Winter--Are-You.php.

Save the Date!

Women’s ERG featuring Tiffany O’Donnell

December 14, 2017 | 3:00 p.m.
Veterans Council Chambers, Veterans Memorial Building

The CR Employee Diversity, Equity & Inclusion Team is happy to welcome Tiffany O’Donnell to the Women’s Employee Resource Group (ERG) December meet-up. She will deliver a talk titled “Lead Now Not Later.” Tiffany is the Chief Executive Officer of Iowa Women Lead Change and a long-time community advocate. All are welcome to attend.
The big holiday meals are coming. Soon you will be gathering with friends and family to enjoy a feast of food and drinks. Don’t let this year’s feast hang around on the scale for the rest of your life. Take a few precautions and enjoy your meals while staying steady and happy with your weight.

Focus on Fun

Turn your gatherings into fun, sociable events.

**Morning:**
- Join others for a light, healthy breakfast to fuel your activity and prevent snacking
- Curb appetite by filling up with water infused with fruit
- Catch up with family while peeling potatoes

**Noon:**
- Go for a walk or game of catch before the big meal
- Volunteer to take the dogs or kids for a walk
- Start a Wii tournament
- Survey the food options and plan your plate – choose those that you most desire
- Take time to feel full – eat for 10 minutes then take a 5-minute break

**Night:**
- Join the kitchen clean up team to distract you from leftovers

Avoid the Gain

Use these tips to make your feast healthy for all.

**Small Plates** – save 300-500 calories per fill up!

**Veggies First** – place all veggies at the start of the buffet line – guests (and yourself) fill their plates with what is first. Keep high calorie casseroles and desserts at the end.

**Exercise Early** – get your workout done first thing. Burn 300-500 calories and start your day right – it helps keep your mind set on success too!

**Watch Your Weight** – check your weight the Monday before and Monday after the feast. Shoot for zero change.

**Drink Water** – your daily goal is at least 64oz. During a feast day, increase to 100oz. or more to help digestion and to help you feel more full.

Burn the Bird

Each bite you take equals steps to take. Can you burn off your meal?

- 1 glass of cider – 120 cal = 2400 steps
- 1 glass wine – 120 cal = 2400 steps
- ½ cup mixed raw veggies – 25 cal = 500 steps
- ½ cup mixed nuts – 440 cal = 8800 steps
- 6oz. ham – 300 cal = 6000 steps
- 6oz. turkey – 340 cal = 6800 steps
- ½ cup stuffing – 180 cal = 3600 steps
- ½ cup mashed potatoes – 150 cal = 3000 steps
- ½ cup gravy – 150 cal = 3000 steps
- 1 dinner roll – 110 cal = 2200 steps
- 1 piece pumpkin pie – 180 cal = 3600 steps
- 1 piece pecan pie – 480 cal = 9600 steps
- ½ cup whipped cream – 75 cal = 1500 steps
ADA Employee Training Sessions

We have opened the ADA Employee Training Sessions for enrollment. There will be various sessions held throughout the month of February at both the Library and Central Fire Station. This training is mandatory for all staff who interact with the public. Please take a look at the training dates listed below and sign up for a session on PeopleSoft using course code ADA104 or by contacting Andrea Cooper, a.cooper@cedar-rapids.org

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<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>Tuesday, February 6</td>
<td>8am – 12pm</td>
<td>Central Fire</td>
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<tr>
<td>Tuesday, February 6</td>
<td>1pm – 5pm</td>
<td>Central Fire</td>
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<td>Wednesday, February 7</td>
<td>1pm – 5pm</td>
<td>Whipple Auditorium – Library</td>
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<td>Tuesday, February 13</td>
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<tr>
<td>Thursday, February 15</td>
<td>7:45 – 11:45 am</td>
<td>Whipple Auditorium – Library</td>
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<td>Tuesday, February 20</td>
<td>8am – 12pm</td>
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<td>Tuesday, February 20</td>
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<td>Wednesday, February 21</td>
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<td>Whipple Auditorium – Library</td>
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<tr>
<td>Wednesday, February 28</td>
<td>8am – 12pm</td>
<td>Whipple Auditorium – Library</td>
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If you have any questions regarding the training, please contact April Wing at a.wing@cedar-rapids.org or x5683

Toys For Tots

Each year Toys for Tots continues to advance its mission of bringing the joy of Christmas to needy children nationwide. The goal of Toys for Tots is to continue to make a difference and provide a tangible sign of hope to economically disadvantaged children at Christmas. With the help of toy collection from supporters such as you we will continue to see growth in Christmas assistance. Last year the program distributed over 17,000 toys, books and stocking stuffers to over 4,700 children locally. This year’s toy drive is Oct 30 – Dec 8

Toys for Tots donation boxes will be located at the following City locations:
- City Hall – 1 box
- City Services Center – 2 boxes
- WPC – 1 box
- Water – 2 boxes
- PD – 1 box
- Library – 1 box (downtown location)
- Library - 1 box (Ladd location)
- Transit – 1 box
- All 9 Fire Stations will have a donation box as well.

If you have any questions please contact:
Nicky Stansell (ext. 5268) or Stacy Mason (ext. 5243) at the Fire Department.
City of Cedar Rapids Recognized in National Publication

The City of Cedar Rapids diversity and inclusion efforts are showcased in the Fall 2017 publication of the National Civic Review Journal, in an article entitled “Local Governments Hiring Chief Diversity Officers to Lead Inclusion Work.” Cedar Rapids was highlighted among other larger cities including San Antonio, Philadelphia, Nashville, Columbus, and Buffalo. Several diversity and civil rights projects highlighted include:

- The City's increased Human Rights Campaign Municipal Equity Index score from 67 to 100.
- The Legacies Series, a series of talks featuring a specific population, presented by four individuals with their own unique perspectives.
- The City’s Diversity Climate Study, focused on discovering how to enhance diversity in the City.
- The Cedar Rapids Diversity, Equity and Inclusion Team, created to sustain an inclusive environment that reflects the community and where all employees feel valued.
- The City’s participation in the annual Iowa Women Lead Change conference, focusing on the development, advancement and promotion of women, their organizations and their impact on the regional economy.

The journal is a publication of the National Civic League, which is the same organization that gives out the All-America City Awards to ten deserving communities for their outstanding civil accomplishments. The City received the All-America City Award in 2014. To access the full publication, please visit the following url: http://onlinelibrary.wiley.com/doi/10.1002/ncr.2017.106.issue-3/issuetoc

LaSheila Yates included in the National Civic League's Directory of Chief Diversity/Equity Officers
LaSheila Yates was included in a national directory of chief diversity/equity officers research compiled by Carla J. Kimbrough, Program Director/Racial Equity for the National Civic League. The guide, which is organized alphabetically by state, includes brief bios, contact information and “noteworthy” work that was thought to be interesting or work that could be duplicated elsewhere. Much of the information is highlighted in the Fall 2017 National Civic Review.

City of Cedar Rapids Received a Score of 100 in 2017 Human Rights Campaign Municipal Equality Index
The City received a score of 100 on the 2017 Human Rights Campaign Municipal Equality Index (MEI) scorecard. This score is consistent with the 2016 score, in which the City also received a score of 100. Earlier this year, draft scores were distributed to each community and each community was given an opportunity to improve municipal policies and practices related to LGBT equality and possibly increase their score. Special thanks to all City employees involved in this effort and supporting the City’s inclusion effort. To access the scorecard for Cedar Rapids or other communities please visit the following website: https://www.hrc.org/mei.

Thanksgiving Food Donations
The Public Works Department adopted a family through Olivet Neighborhood Mission for Thanksgiving and was very pleased with the overwhelming generosity of City staff to help a deserving family to celebrate the Thanksgiving Holiday with grocery items, household items and Hy-Vee gift cards. Olivet Neighborhood Mission expressed their sincere thanks to everyone who graciously donated.