Purpose of Finance & Administrative Services Committee:
To enable the City Council to discuss and evaluate in greater detail these specific issues that directly impact the financial and organizational strength of the City of Cedar Rapids.

City Council Committee Members:
Council member Scott Overland, Chair
Council member Ann Poe
Council member Scott Olson
  - Mayor Brad Hart is an ex-officio member of all Council Committees per City Charter Section 2.06.
Jesse Thoeming (Downtown SSMID)
Doug Newman (CVNB SSMID)
Jon Rouse & Ryan Baack (Park Cedar Rapids)
Justin Holland (Public Works Construction Manager) & Nathan Kampman (City Engineer)

The meeting was called to order at 4:00pm by Committee Chair Overland.

Agenda
1. Approve Minutes from Last Meeting (October 2018) – The minutes from the October meeting were approved as distributed.
2. Review Financial Information - no financials were ready due to moving the meeting up because of the Thanksgiving holiday.
   - There are an additional 200 parkers anticipated in downtown next year.
   - Writing fewer citations and instead working on educating parkers.
• The pay mobile platform is a huge success (28% of payments through phone instead of meters).
• Event Parking: the 2018 IGHSAU Volleyball tournament was the largest volleyball tournament so far held in Cedar Rapids. Parking staff had filled two structures by the first game and the challenge was getting cars to facilities three or four blocks away. A council member asked if Park CR could collaborate with PCI to use their lots during the weekends. Jon stated that during the day is what he is concerned with, more so than evening parking.
• Council member Poe told Jon she loves the idea of City Ambassadors & the Forgiveness Events they hold in both the summer and winter months.
• Discussion was had on how the new mobile provider was going to be rolled out/promoted: signs and advertising are to come including billboards, radio and internet ads. Park CR will run the other app provider for six to nine months alongside the new app. The feedback Jon has received is that people think the mobile app is easier to navigate than the meters on the streets.
• A council member asked about maintenance: Capital improvements are not included in the Park CR financials slide. The City provided $4.5m for deferred maintenance: elevator project, Five Seasons improvement project including concrete, reinforcement, beams, life safety/code compliance and lighting. Discussion was had of noticeable improvement of structures and how people don’t notice ramps usually until they’re really bad.


• It was asked what percentage of contracts have a change order? All of them have one at the end to reconcile the project out (possibly more); many times, there is a negative change order at the end.
• Just under a 2% increase is the average seen since 2015.
• The number of change orders is not as important as the dollar amount change.
• Council member Overland asked about staffing to get projects completed. Public Works is working with technology to become more efficient to work consistently throughout the year to correctly staff projects.

7. Items for Future Agendas

Public Comment: (2 minutes per person, total maximum of 10 minutes per meeting)

Outstanding Items Update:
None

Future Topics: Committee to discuss if advantageous for Arts and Culture organizations to provide a one-sheet summary of how their Hotel Motel funds have been spent.

Meeting adjourned at 5:12pm.

Respectfully submitted,
Megan Snitkey, Administrative Assistant II
Finance

Any discussion, feedback or recommendation by Committee member(s) should not be construed or understood to be an action or decision by or for the Cedar Rapids City Council. Further, any recommendation(s) the Committee may make to the City Council is based on information possessed by the Committee at that point and time.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact Casey Drew at 319-286-5097 or email c.drew@cedar-rapids.org as soon as possible but no later than 48 hours before the event.