



December 2021 City Department Activity Report

Carol Webb,
City Administrator



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

The City Administrator's Monthly Report is intended to provide a brief summary of City activities, with links to additional information where possible. Due to the variety and complexity of City functions, however, the report is not all-encompassing. Please always feel free to contact the City of Muscatine for more information or with questions or concerns. View past and upcoming events on the City's calendar. Any feedback can be provided to the City Administrator's office by sending an email to feedback@muscataineiowa.gov.

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From the City Administrator

As 2021 ends and 2022 begins, City staff looks forward to providing outstanding service to the Muscatine Community.

The City celebrated the holidays with a festive light display in Weed Park. Staff collected over 15 (95-gallon) containers of food donations from cars driving through the park that were delivered by Parks and Recreation staff to various community survey organizations throughout Muscatine.

Other department activities continued as well, including leaf collection. City crews collected leaves from October through December, collecting about 2,800 cubic yards of compacted leaves.

We were blessed with good weather through December, which allowed us to make good progress on paving activities associated with the Grandview Avenue Reconstruction Project, and the West Hill Sanitary and Storm Sewer Separation Project.

Outgoing and incoming Councilmembers along with staff spent time in December developing goals and plans for 2022. The goals are aligned with the priorities outlined in the City's strategic plan adopted in 2020, including excellent customer service, a healthy, safe, and vibrant community, and reliable public infrastructure.



City Council reaffirmed the City's commitment to several projects, including updating animal regulations, continuing progress on the Grandview Reconstruction and West Hill Sewer Separation Projects, and completing installation of the recreational amenities at Taylor, Musser, and Kent Stein Parks. Council would like staff to explore new initiatives and programs including riverfront development and increased economic development.

The City Council's priorities are implemented through the City budgeting process. That process kicked off in December and will continue through March when the final FY 2022/2023 will be adopted by City Council. City Council will meet to review the recommended budget throughout late January and early February. The budget meetings are open to the public and are held at City Hall Council Chambers and are available online at the City's website.

While I anticipate that 2022 will be a challenging year as we adjust to various pressures on the City's services and budgets, I am confident that staff will continue to provide excellent services to the Muscatine Community.

If you have ideas or questions regarding any issue, please reach out to the City at feedback@muscataineiowa.gov.

If you have a specific concern, you may visit the City's website and click on "[Let Us Know](#)".

Highlights of City Activity

- **Department of Administration** - Presented 23 regular agenda items for consideration by City Council during December. Provided presentations to City Council on the Muscatine Police Department ABLE Project and the City of Muscatine current Snow Emergency Policy and possible revisions.
- **Department of Public Works** – A total of 49.5 leaf box loads were collected in December with 394 hours of employee time accumulated and a cost of \$17,000 as the curbside leaf collection program concluded in December. One leaf box load is approximately 20 cubic yards of compacted leaves. Due to concerns of COVID-19 the decision was made to use only city staff for leaf collection in 2021 and not to hire temporary workers.
- **Finance Department** – Prepared and distributed budget personal services cost computations to all City department (Revised Estimate FY22 and Budget FY23). Reviewed submitted department budget requests. Finance Director and City Administrator met with departments to review budget requests (Revised Estimate FY22 and Budget FY23). Hershey Refinancing call with Grandbridge, attorneys, Housing staff, and Finance staff to discuss information needed to complete the refinancing.
- **Community Development Department** – A total of 50 permits were issued in December, down from 59 in November, and 69 from December 2020. Monthly construction project valuations were at \$2.5 million in December. Four Small Business Forgivable Loans were awarded.
- **Housing Agency** – Stephanie Dietrich received her Family Self Sufficiency Coordinator certification. Resident activities have restarted at the Clark House, including meal services and a monthly bingo night.
- **Parks and Recreation Department** – Weed Park was filled with colorful lights during the month of December thanks to the first annual Festival of Lights activity that took place. Park Maintenance was assigned the Aquatic Center entrance as our designated area for the event, and the colorful lights and characters brought joy to the event. Staff also helped to promote the Holiday Light and Music Show that took place on the Becky Bridge.
- **Fire Department** – The Department surpassed the record number of run responses on December 1, and ended the year with 471 more runs than the previous record. The end of year total was more than 13 percent greater than last year. Total responses for 2021 were 5,709. A resurgence in Covid-related calls occurred, with 39 confirmed Covid positive patient interactions. This is the highest number of confirmed cases we have seen since May of 2020, and the third highest month since the pandemic began.
- **Police Department** – Officer Nicole Blum performed a foot patrol at the YMCA when she encountered several children within the gymnasium area of the facility playing “ball tag”. Officer Blum took the opportunity to engage them and participated in the game. Officer Blum was encouraged by the YMCA staff to return because they felt it was a very noteworthy experience. Officer Blum is commended for taking the initiative to be a positive ambassador for the department.
- **Art Center** - Sean Kenney's Nature Connects, an award winning exhibition of art made with LEGO pieces, opened.

Highlights of Muscatine City Council

November 4 Regular Meeting

- A Public Hearing to Consider a Request to Vacate and Deed Over Alley Right of Way, to the Adjoining Property Owners
- First Reading of An Ordinance Vacating and Deeding to the adjoining property owner alley right of way located at 1248 East 5th and 1300 East 5th.
- Resolution Approving the Contract and Bond for the 2021/2022 Full-Depth Patching Project with Heuer Construction, Inc. for \$440,800.00.
- Resolutions (5) Approving Internal Advances of Funds for Tax Increment Urban Renewal Projects

November 18 Regular Meeting

- A Public Hearing to Consider an Ordinance Amending Title 1, Chapter 5 of the City Code, Precinct and Ward Boundaries
- First reading of an Ordinance Amending Title 1, Chapter 5 of the City Code, Precinct and Ward Boundaries
- Third and Final Reading of an Ordinance Vacating the Undeveloped Lombard Street Right of Way
- Second Reading of an Ordinance Vacating Alley Right of Way located between 1248 and 1300 E. 5th Street
- Request to Enter into a Professional Services Agreement with Water's Edge Aquatic Design for the Taylor Park Splash Pad Project
- Discussion regarding Possible Reduction of the Utility Franchise Fee

December 2 Regular Meeting

- Request to Accept the Annual Comprehensive Financial Report and Audit for the Year Ended June 30, 2021.
- Resolution Setting a Public Hearing on the Decrease of the Utility Franchise Fee Rate.
- Second reading of an Ordinance Amending Title 1, Chapter 5 of the City Code, Precinct and Ward Boundaries
- Third and Final Reading of an Ordinance Vacating Alley Right of Way located between 1248 and 1300 E. 5th Street

December 9 In-Depth Session

- Discussion Regarding the City's Snow Emergency Policy
- Presentation on the City Police Department ABLE Program

December 16 Regular Session

- Celebration for elected officials ending their term of service to the City (prior to regular session).
- Swearing in of new elected officials.
- Resolution approving plans, specifications, and form of contract for Southend Playground Improvement Project.
- Resolution awarding contract for Papoose Creek Pump Station Platform Modification Project.

Note that this list is not all inclusive and only notes major discussion items. Please consult the published Council Agenda at <https://www.muscatineiowa.gov/86/Agendas-Minutes> or view Council meetings at <https://www.youtube.com/user/CityofMuscatine>

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Upcoming for the Muscatine City Council

January 6 Regular Meeting

- A Public Hearing on revisions to the City's floodplain management regulations.
- Resolution supporting goal setting report.

January 13 In-Depth Meeting

- Resolution establishing a moratorium on portions of Title 6, Chapter 9 of the Code of the City of Muscatine related to the keeping of pit bulls.
- Presentation on proposed Riverfront Amphitheater.
- Presentation on Lake Park Boulevard Watershed study
- Presentation on proposed revisions to Title 6, Chapter 8 of the Code of the City of Muscatine related to Animal Control Regulations.

January 20 Regular Meeting

- A Public Hearing on the 2022 Amendment to the Muscatine Urban Renewal Plan.

February 3 Regular Meeting

- A Public Hearing on amendments to Title 6, Chapter 8 of the City Code of the City of Muscatine related to Animal Regulations.
- A Public Hearing on the High-Intensity Activated Crosswalk (HAWK) Project (part of the Southend Community Improvement Fund Project).
- A Public Hearing on the Taylor Park Improvement Project (part of the Southend Community Improvement Fund Project).
- A Public Hearing on the Taylor Park Splashpad Project (part of the Southend Community Improvement Project).
- Resolution approving the Grandview Avenue Forgivable Loan Program.

February 10 In-Depth Meeting

- Presentation on prospects for the development of Carver Corner.
- Presentation on potential revisions to the Property Maintenance Code.
- Presentation on potential revisions to the Weed Ordinance.
- Presentation on proposed cargo container ordinance.



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Administration | City Administrator's Office

The City Administrator's office is responsible for the overall management and administrative coordination of the activities of the City of Muscatine. The Office focuses on providing transparent and efficient city services that meet or exceed community expectations.

December Highlights

- Presented 23 regular agenda items for consideration by City Council
- Provided presentations to City Council on ABLE Project and the Snow Emergency Policy.
- Responded to numerous citizen and City Council requests and concerns.

Department of Administration | Human Resources Division

December Highlights –

- HR staff completed the process of open enrollment for employee benefits. In addition, 40 personnel action forms were processed. Human Resources also participated in the orientation process for new City Council members.
- City supervisory staff, chaired by the HR Manager are updating city safety policies. This is a

interdepartmental effort to insure policies are current, compliant, and well communicated to employees.

- Applications are currently being taken for Police Officer and Fire Fighter. Also open in December was an application process for Athletic Facilities Specialist. Interviews were conducted for vehicle mechanic. Also coordinated were pre-employment physical appointments for four new firefighters and three new police officers.



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Administration | Finance Division

Monthly Activity Summary Report For Calendar Year 2021

Summary of Activities for the Month of:	January	Febru- ary	March	April	May	June	July	August	Sep- tember	October	Novem- ber	Decem- ber
Accounts Payable Checks and ACH Payments	523	479	501	541	597	557	580	694	546	620	531	506
Payroll Checks and Direct Deposits	634	648	653	1061*	813	855	858	836	775	1097*	711	682
Accounts Receivable Invoices Sent	237	150	233	212	213	251	202	262	163	204	186	261
Finance Cash Register Transactions	373	557	622	550	488	649	469	448	476	426	413	423
Housing Receipt Transactions	162	171	160	164	187	191	187	180	191	184	196	193
Purchase Orders Processed	228	233	236	242	236	252	303	280	291	253	268	215

* Payroll checks for April and October included 3 payrolls.

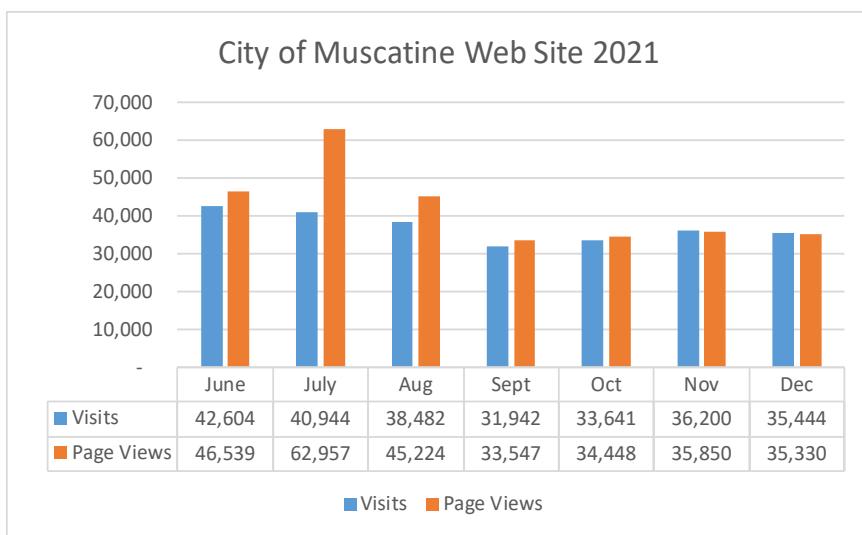
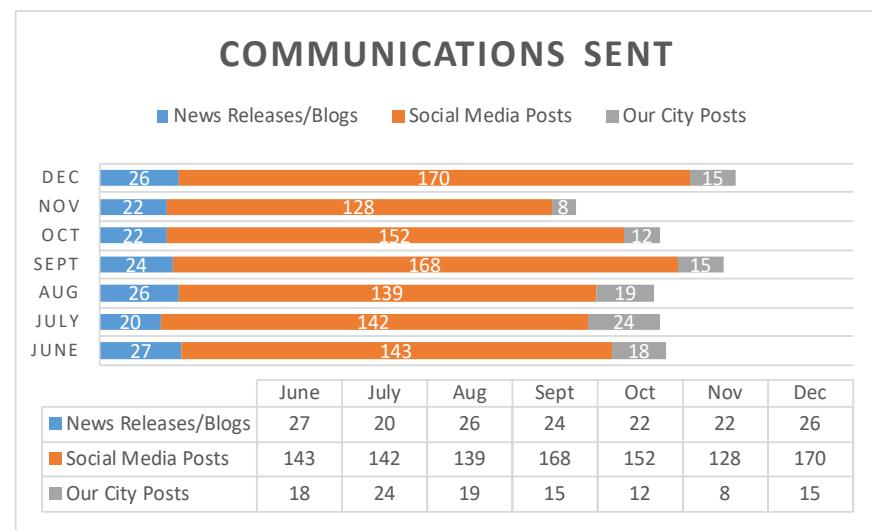
Department highlights for the month of December:

- Continued submitting information to the State for FEMA grant reporting and responding to requests for additional information (Finance Director and Accounting Supervisor)
- Prepared and distributed budget personal services cost computations to all City department (Revised Estimate FY22 and Budget FY23)
- Reviewed submitted department budget requests. Finance Director and City Administrator met with departments to review budget requests (Revised Estimate FY22 and Budget FY23)
- Hershey Refinancing call with Grandbridge, attorneys, Housing staff, and Finance staff to discuss information needed to complete the refinancing.
- Closed out the public housing and voucher CARES Act grants which expired December 31, 2021

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

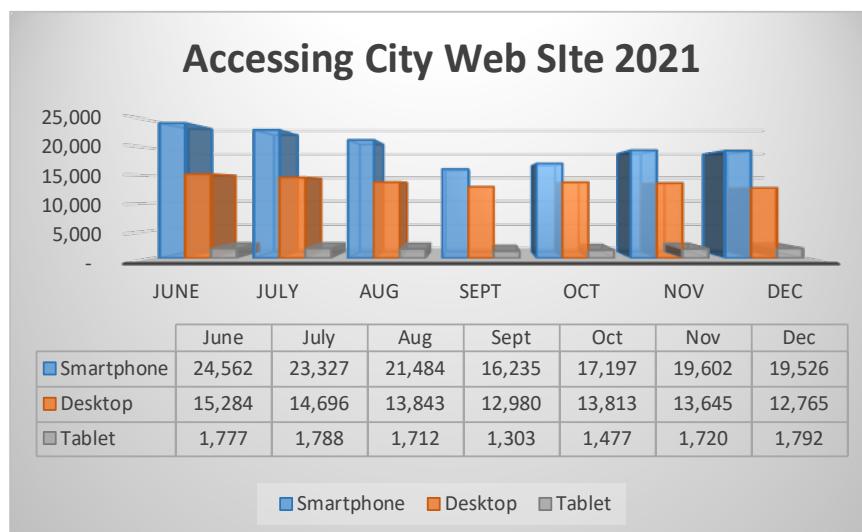
Department of Administration | Communications Division

The goal of the Communication Division is to provide up-to-date and timely information to the citizens of Muscatine, and to provide a user friendly website for citizens to find and download various information specific to their needs.



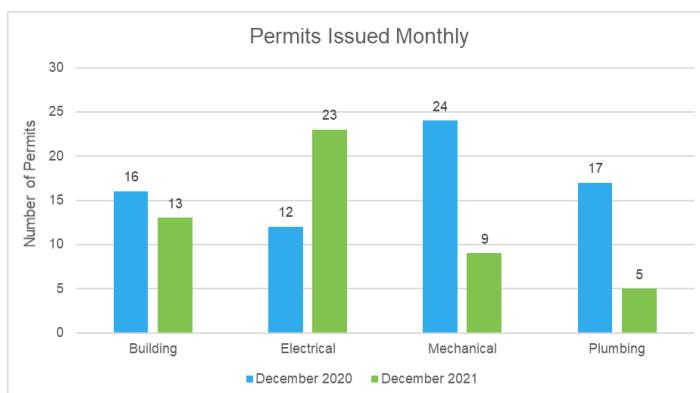
December Highlights

- A total of 26 news releases were produced and distributed to media and Notify Me subscribers.
- Hosted 13 GoToMeeting Virtual meetings for various departments.
- Created 170 social media posts (41 Facebook, 35 Instagram, 39 Twitter, and 2 YouTube).



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

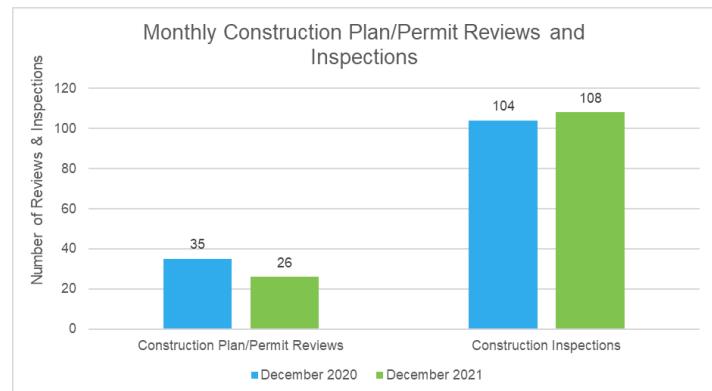
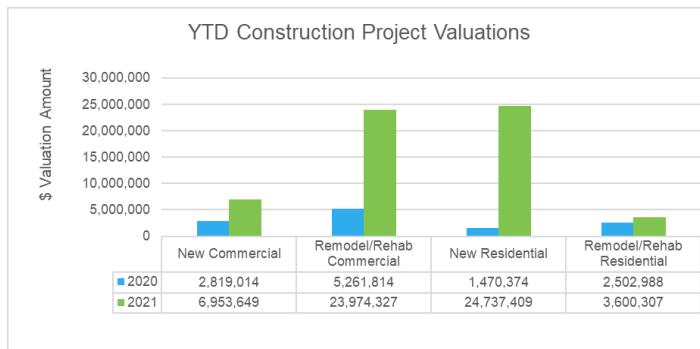
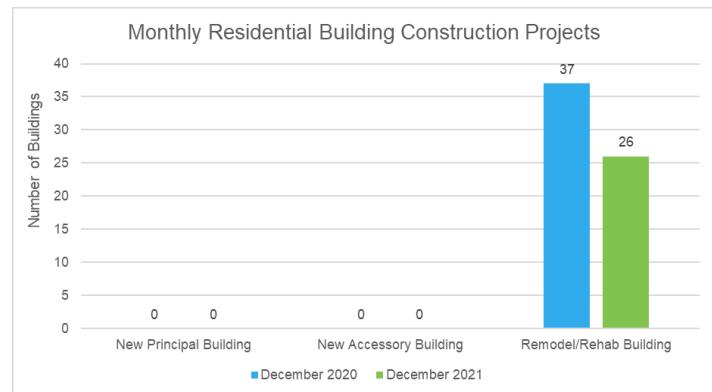
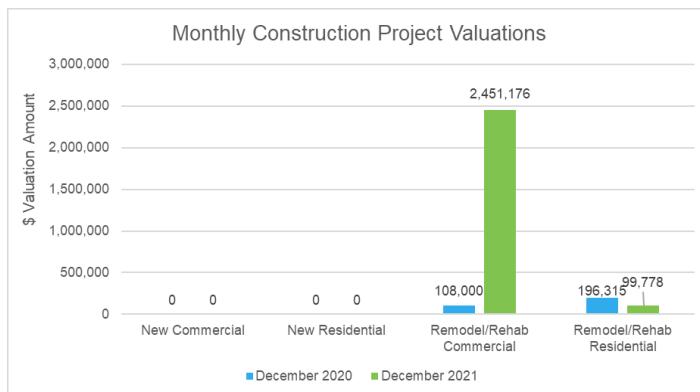
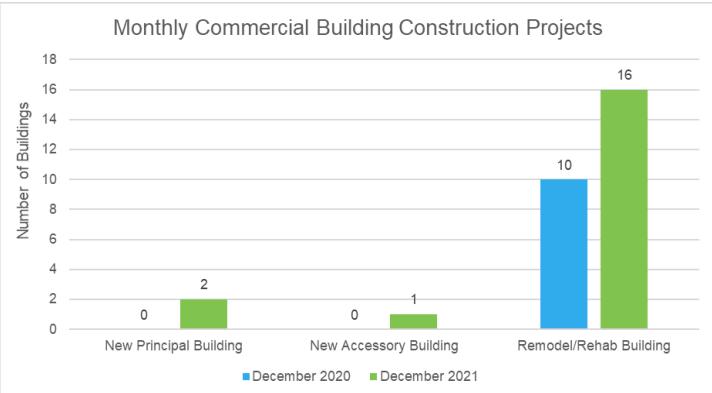
Department of Community Development



Principal Building defined as the construction of new building on a previously vacant lot/parcel.

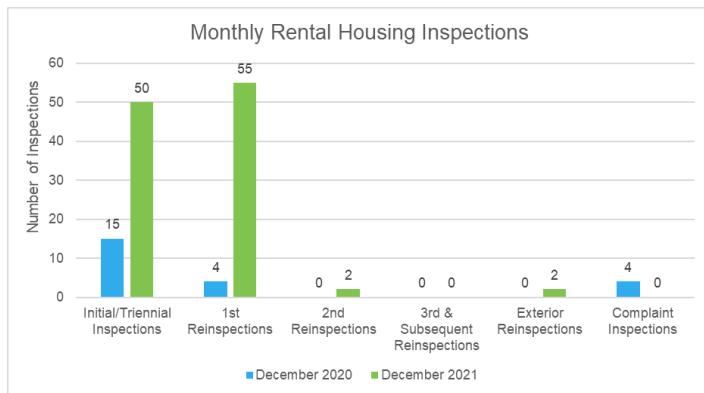
Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.

Remodel/Rehab defined as buildings undergoing any alterations whether it be for a remodel or repair.

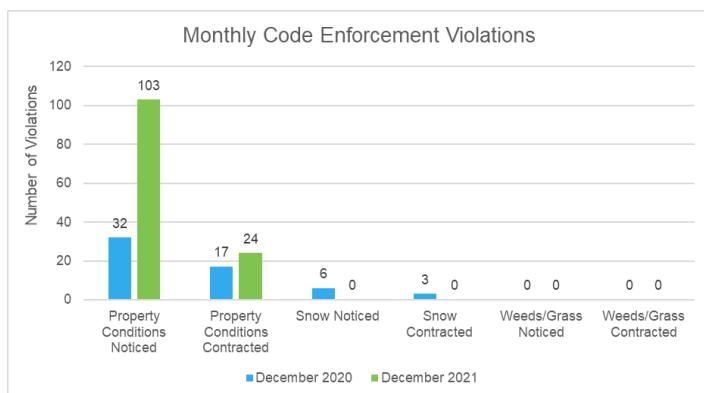


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Community Development



Property Conditions defined as Nuisance Abatements and other Code Violations including but not limited to dangerous tree trimming/removal, zoning regulation violations, etc.

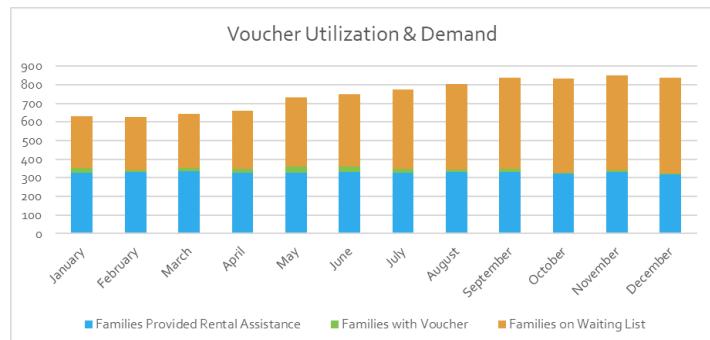


Other Community Development Activities

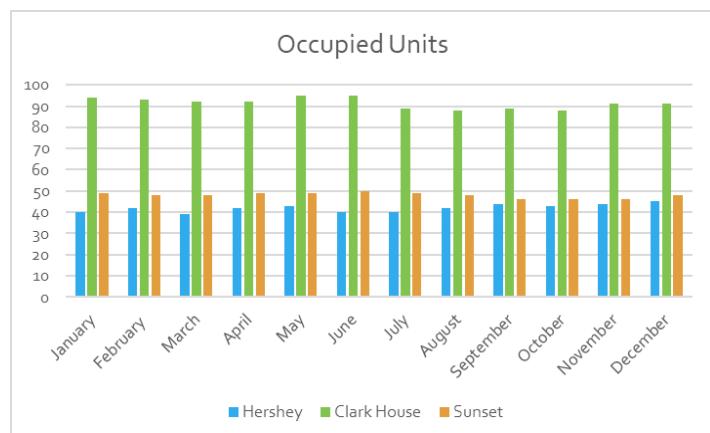
- Another dilapidated house was demolished
- Successfully renewed the Iowa Department of Transportation Certificate of Registration for the Muscatine Municipal Airport
- 4 small business forgivable loans were awarded
- All staff completed training on the new software

Housing Agency Activities

- Stephanie Dietrich received her Family Self Sufficiency Coordinator certification.
- Resident activities have restarted at the Clark House, including meal services and a monthly bingo night.



- Paid \$138,553 to private landlords and utilities on behalf of assisted clients
- \$3,833 was deposited into escrow accounts for families working toward self-sufficiency
- Received \$18,446 in administrative fees based on the 84% proration of fees earned



- Completed 101 work orders with reduced staffing levels
- 8 households moved into the 3 properties

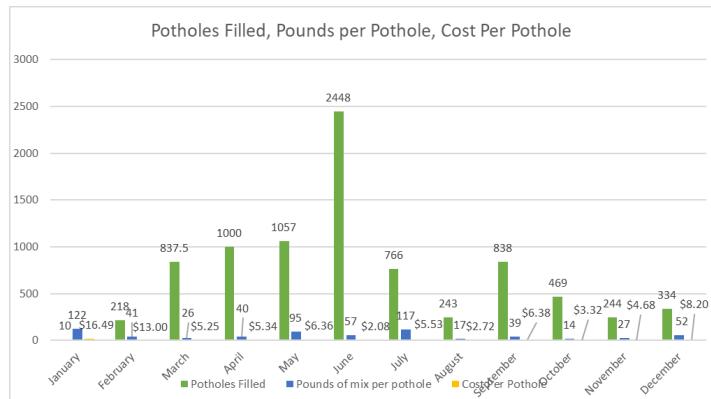
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

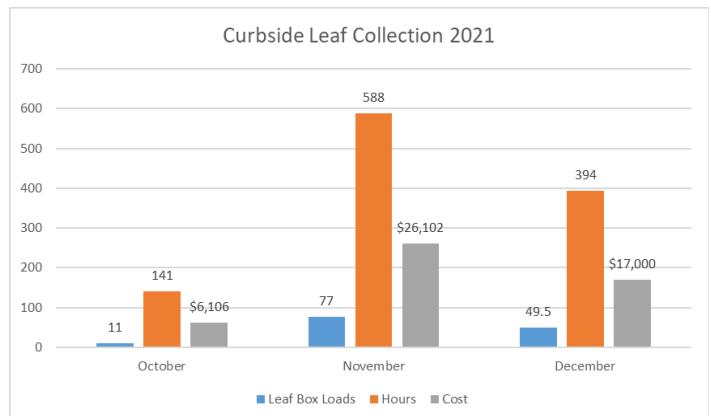
The Public Works Department is composed of eight divisions which include: Administration, Building & Grounds Maintenance, Collection & Drainage, Engineering, Roadway Maintenance, Solid Waste, Transit (Muscabus), and Vehicle Maintenance. For budgeting purposes several of these divisions are broken down into subdivisions. For the purpose of the monthly report there will be several divisions that will be reporting consistently, while others may only be reporting on special events or accomplishments.

Roadway Maintenance Division:

Roadway Maintenance includes activities related to street repairs, snow removal, traffic control, and street cleaning. They are responsible for over 254 lane miles of streets within the city limits.



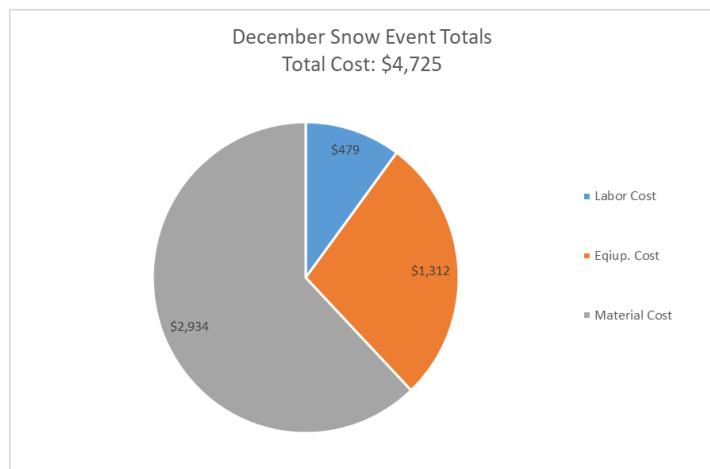
This measure indicates the number of potholes filled, the amount of material used to fill the hole in pounds, and the cost to fill each pothole. Beginning January 20, 2021, a "standard" pothole is defined as being the size of large pizza box. Potholes will be divided no smaller than one half of a pizza box.



This chart indicates the number of leaf loads collected and the hours of work and cost associated with the curbside leaf collection program. One leaf box load is

approximately 20 cubic yards of compacted leaves. Due to concerns of Covid 19 the decision was made to use only city staff for leaf collection in 2021 and not to hire temporary workers.

The chart below shows the amount of time, equipment and material used for snow and ice removal



Building and Grounds Activities:

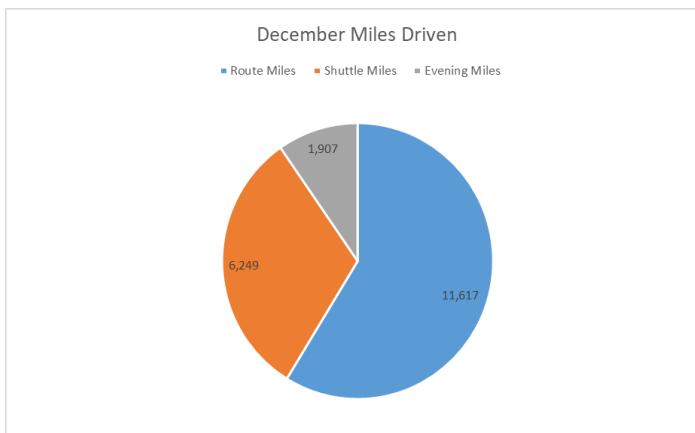
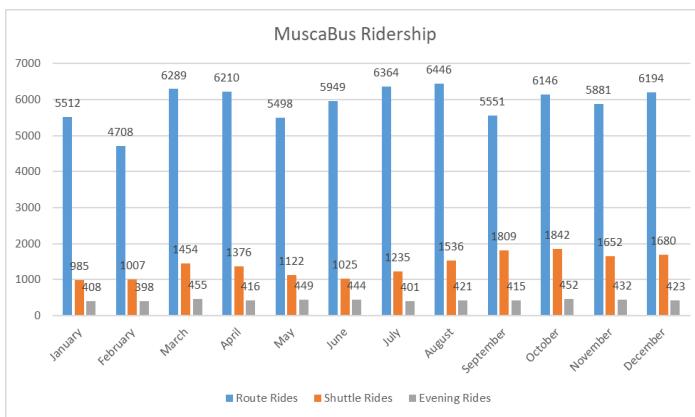
This month in addition to their regular duties including cleaning, plumbing, electrical, HVAC work, supply ordering and delivery, and other regular repairs, staff have been completing multiple projects which include: Tuck pointing, block work, brick sealing, siding, soffit, fascia and window installation at the former Morgan Trucking Building in the Public Works lower lot; Installation of rock in the planting beds and pole and camera installation at the library; Insurance repairs to the Art Center gutters, roof and siding; Brick work at the former Kum & Go property at 5th and Cedar; Parking lot lighting upgrades at the Public Works Building; and replacement of the gate operator at the airport. In addition they have repaired and replaced all outdoor and parking lot lighting that wasn't working on all city buildings. At the library staff repaired irrigation lines that were damaged during installation of the vehicle charging station. At the Art Center, staff removed a tree. At the Public Safety Building and City Hall, staff changed out circulation pumps. Staff also have been actively seeking quotes for deferred maintenance projects and other budget items. All of this was done while all staff members took several days of vacation leave and attended training for pest management recertification.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

Transit Summary of Operations:

MuscaBus is the city's transit service. It operates four fixed routes, shuttle service, and evening service.



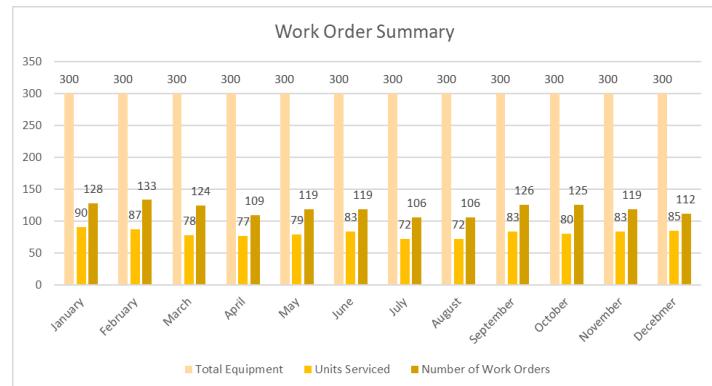
Engineering Division Report:

The following table describes current and proposed construction projects and their status.:

Project Name	Project Start	Percent Complete	Project Notes
Concrete Full Depth Patch	March 2022	N/A	Contract Awarded to Heuer Construction
Asphalt Street/Alley Overlay	November 2021	31%	3 alleys, 2 streets completed
Grandview Reconstruction	May	49%	Paving, Muss-er to Pearl
West Hill Sewer Separation Phase 5	April	42%	Paving on 8th Street
Park Avenue 4 to 3 lane	March	98%	Punch List
2nd Street Streetscape	March	97%	Punch List

Vehicle Maintenance Division Report:

The Vehicle Maintenance Division services and repairs approximately 300 pieces of equipment and vehicles from all city departments with the exception of the Fire Department, Soccer, and WPCP.

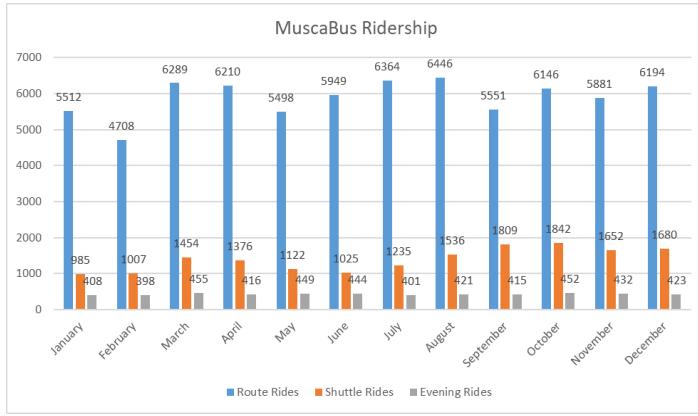


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

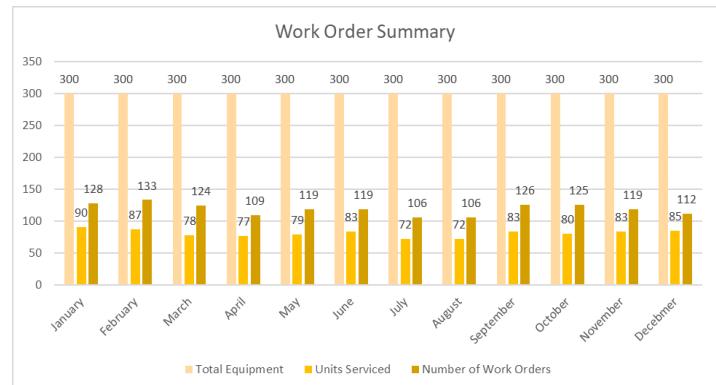
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Engineering Division Report:

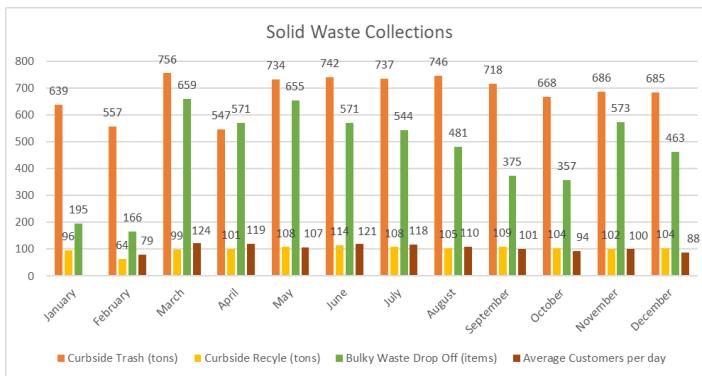
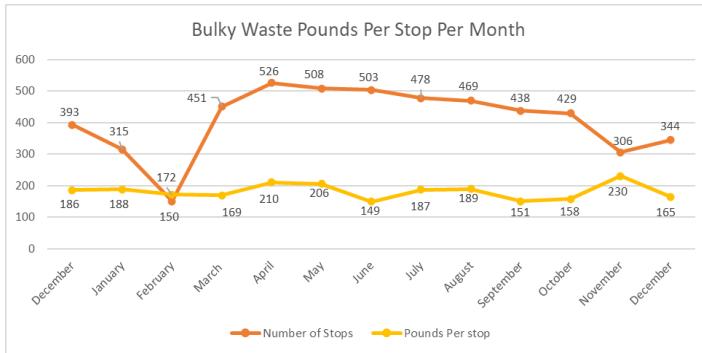
The following table describes current and proposed construction projects and their status.:.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

Solid Waste Division Report:

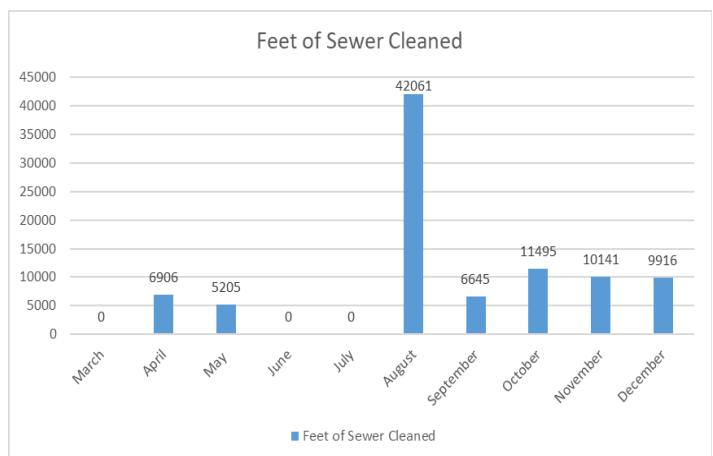
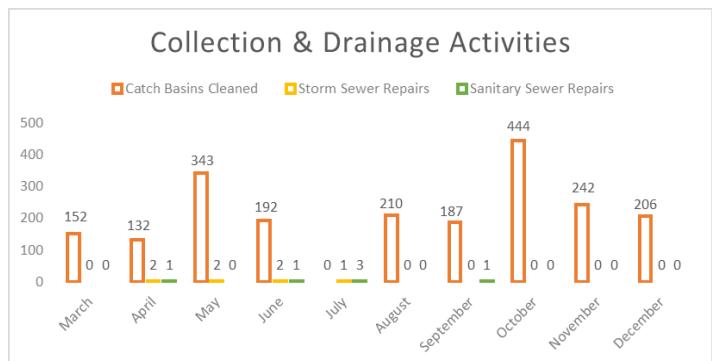
The Solid Waste Division consists of activities related to refuse collection, transfer station, compost site, and landfill, as well as overseeing the contracted recycling collection.



This chart shows the amount of solid waste collected curbside (in tons) as well as the amount of material dropped off at the Transfer Station (per item). Dropped off items include: electronics, appliances, tires, household hazardous waste. Also included is the average number of customers per day at the Transfer Station.

Collection & Drainage Division Report:

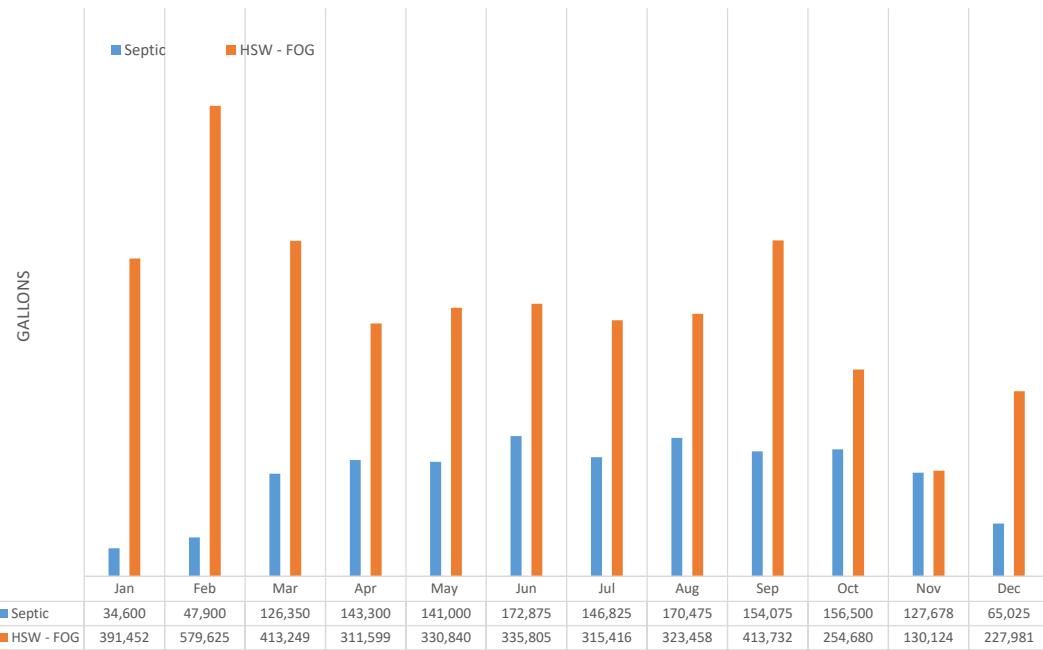
The Collection & Drainage Division is responsible for inspecting and maintaining the city's sanitary, storm, and combined sewer systems. This includes 993 storm water manholes, 2,407 sanitary sewer manholes, 151 combined sewer manholes, 2,840 storm-water catch basins, 112 miles of sanitary sewer and 68 miles of storm sewer pipe.



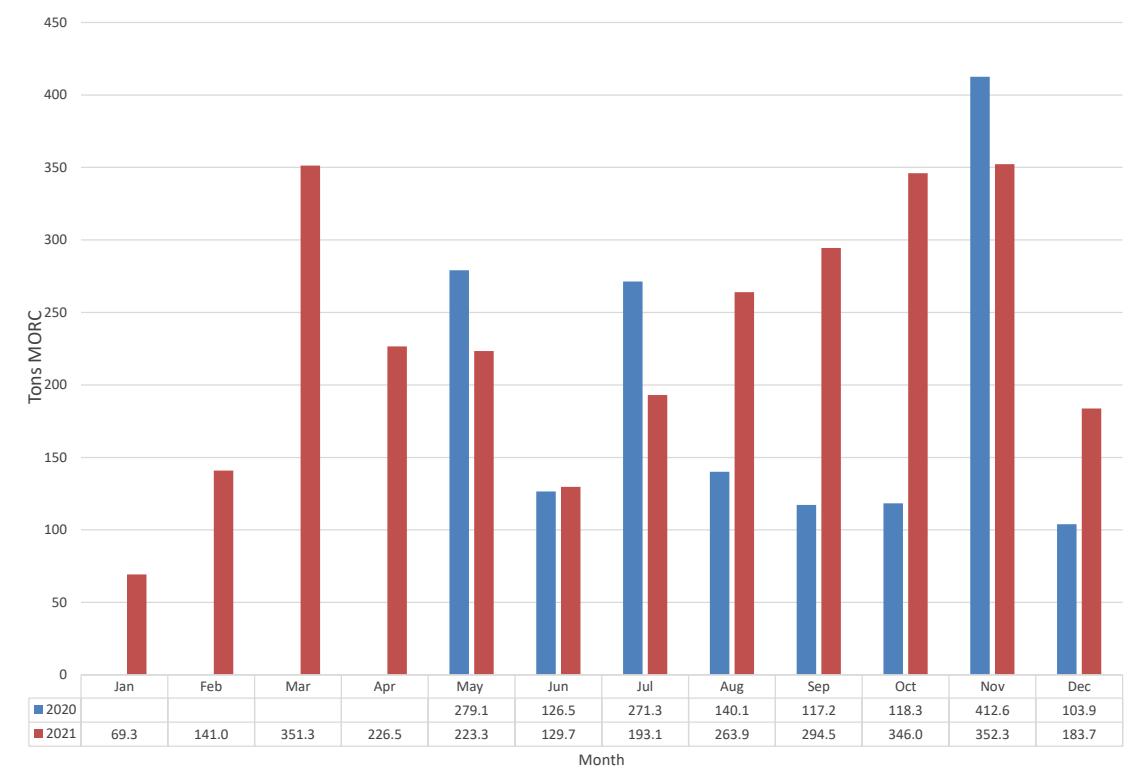
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Water Resource & Recovery Facility

MUSCATINE WRRF HAULED WASTE 2021

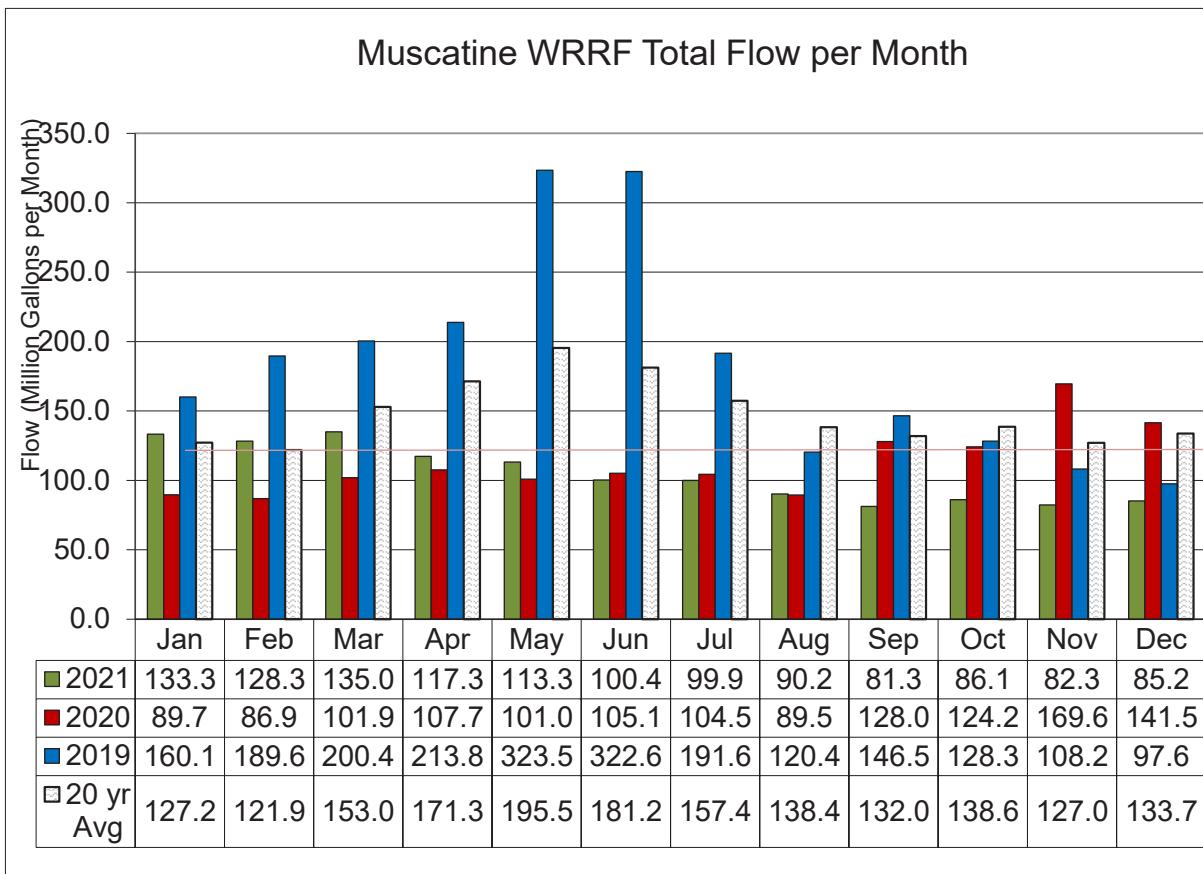
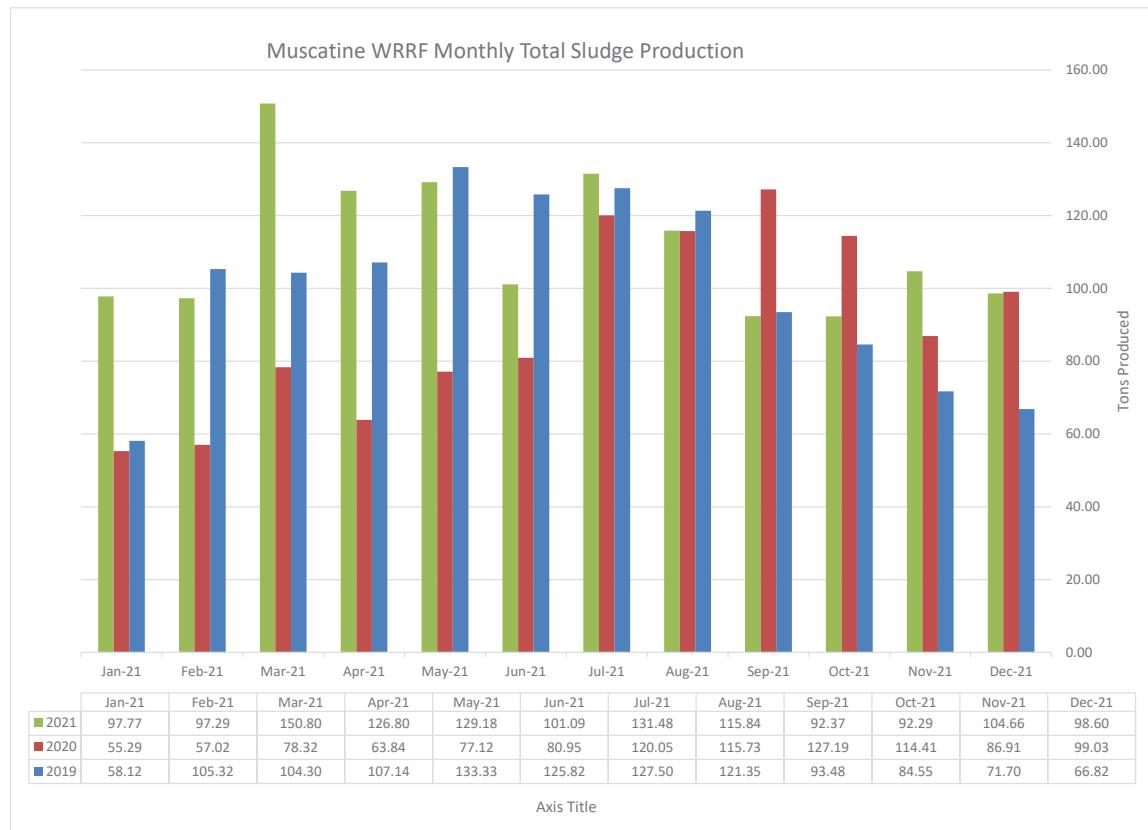


Muscatine WRRF Monthly MORC Loading



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Water Resource & Recovery Facility



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Fire Department



By: Chief Jerry Ewers

December Highlights

We surpassed the record number of run responses on December 1st, and ended the year with 471 more runs than the previous record. The end of year total was more than 13% greater than last year. Total responses for 2021 were 5,709.

We began to see a resurgence in Covid-related calls, with 39 confirmed Covid positive patient interactions. This is the highest number of confirmed cases we have seen since May of 2020, and the third highest month since the pandemic began.

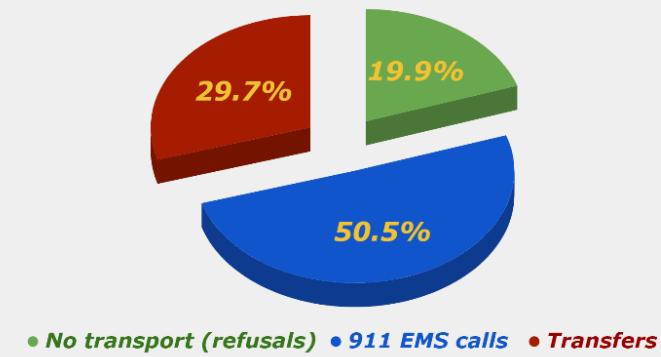
Staff Updates

Four applicants were offered positions with MFD with an anticipated start date of February 7th, 2022. These new staff will fill open and deferred positions.

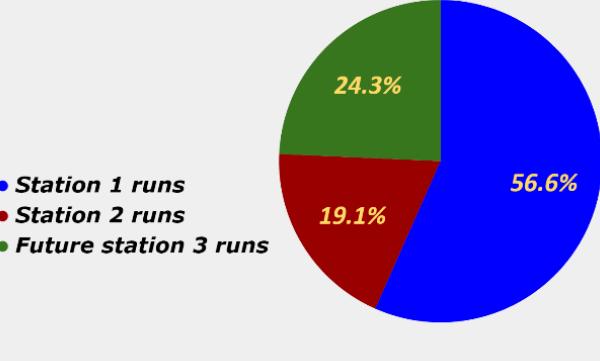
Staff assisted with the Salvation Army Red Kettle bell ringing in December.

Demand for Services / Response Activity

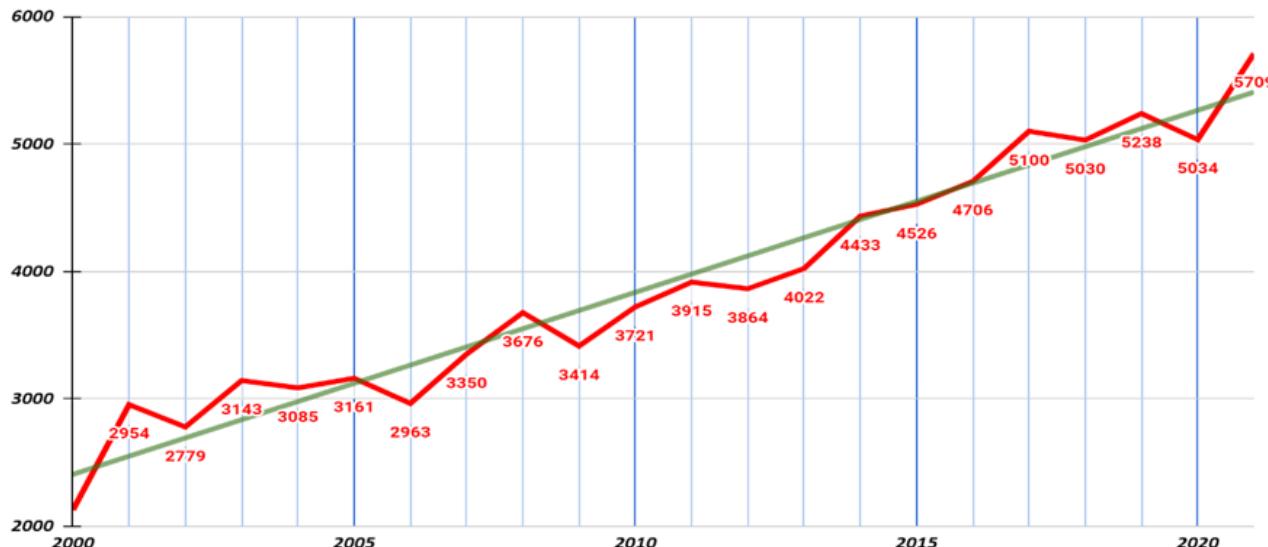
EMS Call Types - December 2021



Calls per Coverage Area - December 2021



Total Run Volume 2000 - 2021



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Fire Department

Demand for Services / Response Activity

	Avg. Per Day	Monthly Totals	YTD Totals
Fire Responses	1.58	49	527
911 EMS Responses	9.48	294	3,579
Out of Town Transfers	3.55	110	1,359
Total Responses	16.23	503	5,709
	Avg. Per Day	Monthly Totals	YTD Totals
Urban Response Time		86.9%	88.8%
Goal - 90% within 9 min or less			
Rural Response Time		96.0%	95.0%
Goal - 90% within 15 min or less			

Staff Training

Type	Monthly Totals	YTD Totals
Recruit / Probationary	27.2	2488.95
Fire Suppression	89.15	2235.3
EMS / Medical Related	349.25	1664.64
Technical / Rescue	52	1662.7
Driver / Operator	24	324.8
Professional Development / Leadership	21	132.95
Paramedic Program	224	2592.5
Totals	786.6	11,101.84

Vehicle & Equipment Maintenance

	Monthly Totals	YTD Totals
Fire Vehicle Miles Driven	2,742	34,543
Ambulance Miles Driven	12,940	152,381
Total Miles Driven	15,682	186,924
Work Orders Completed (PPE, Vehicles, Equip)	109	748
Gallons of Diesel Fuel Dispensed	413	4,479
Gallons of Gasoline Dispensed	1,903	21,033
Total Gallons of Fuel Dispensed	2316	25,513

Prevention, Education and Outreach

	Month	YTD		Month	YTD
Fire Inspections	5	247	Plan Reviews / Site Visits	14	275
Re-Inspections	3	259	Fire Investigations	12	92
Permits Issued (All types)	9	1,067	Educational Events	0	5

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

December Highlights

- The PD hosted our monthly Coffee with a Cop
- Corporal Williams provided financial support through Go Fund Me for the funeral of a 44 year old male who passed away days before Christmas leaving behind a girlfriend and 20 year old daughter
- The PD did a Code Blue for the family of the 44 year old male
- Officer Nicole Blum performed a foot patrol at the YMCA. During this assignment, Officer Blum encountered several children within the gymnasium area of the facility playing "ball tag". Officer Blum took the opportunity to engage them and participated in the game. YMCA staff was impressed by this interaction and took photos that were to be posted on social media platforms (available if needed). Officer Blum was encouraged by the YMCA staff to return because they felt it was a very noteworthy experience. Officer Blum is commended for taking the initiative to be a positive ambassador for the department.

- Department participated in the Holiday Stroll
- Department participated in our annual Shop with a Cop
- Department participated in Salvation Army bell ringing campaign
- Sgt. Minnat Patel, Officers Mitchell Griffin, and Officer Kassy Middagh did a K-9 demonstration at Jefferson Elementary

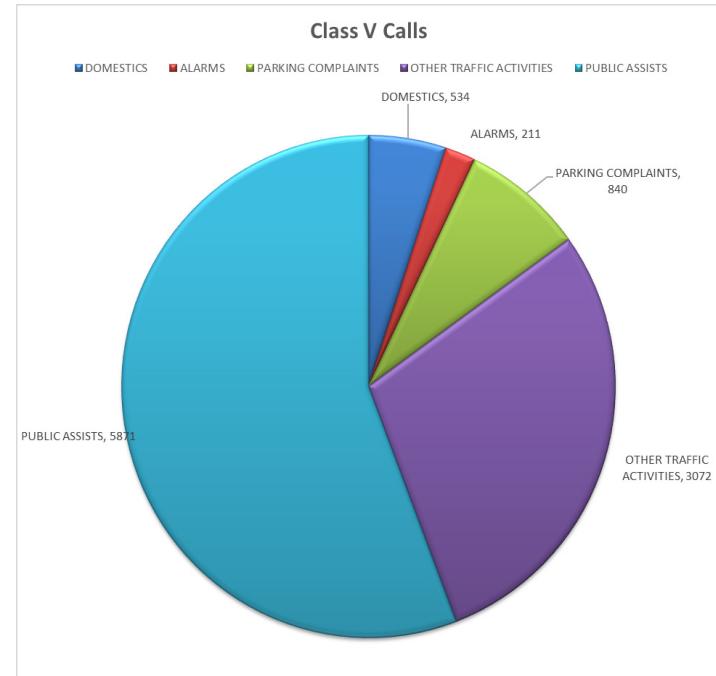
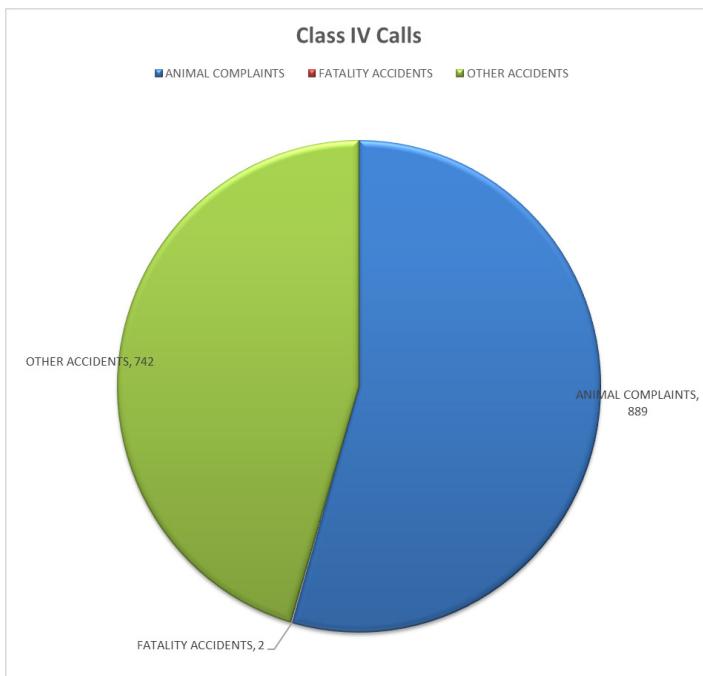
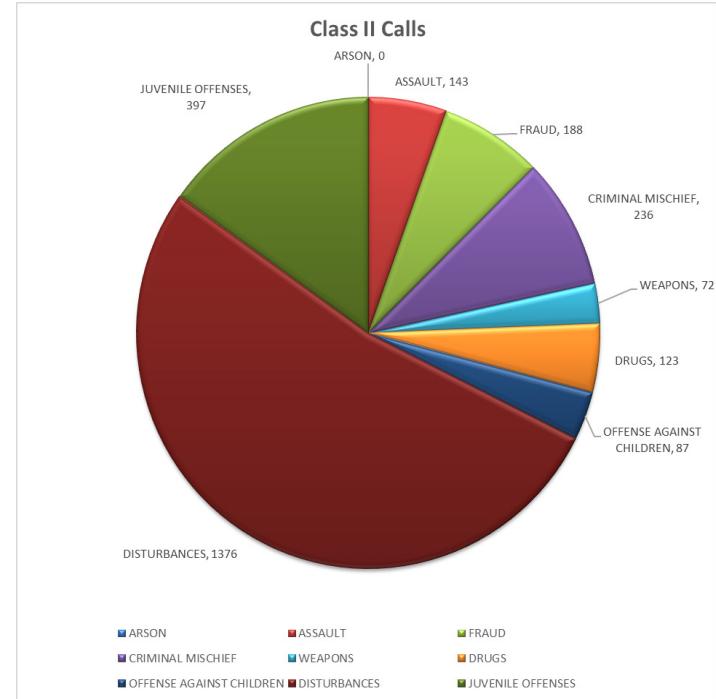
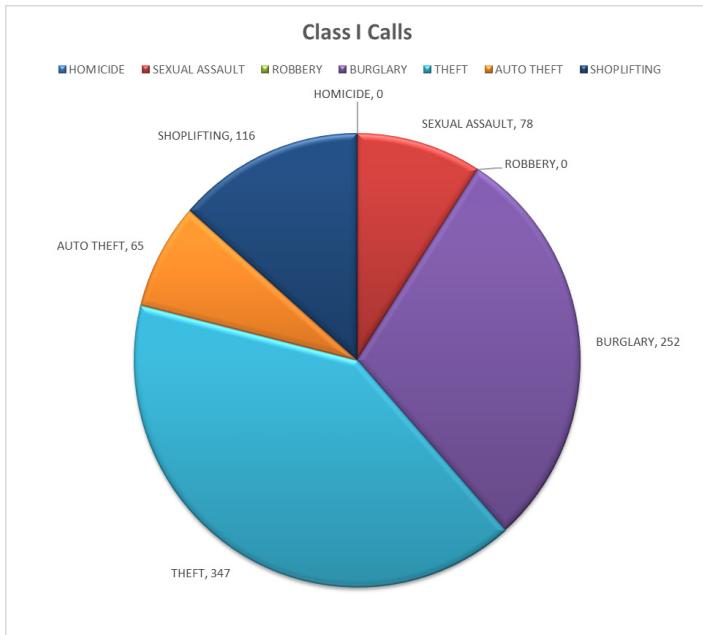
Staff Updates

- The department hired Courtney Patel as our new Animal Control Officer
- Sgt. Les Wegter retired from the Police Department after 31 years of service

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

MUSCATINE POLICE DEPARTMENT END OF YEAR STATISTICS



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

MUSCATINE POLICE DEPARTMENT CALLS FOR SERVICE

CALL TYPE	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TO DATE
HOMICIDE	2021	0	0	0	0	0	0	0	0	0	0	0	0	0
	2020	0	0	0	0	0	0	0	0	0	0	0	0	0
SEXUAL ASSAULT	2021	3	4	5	14	8	6	11	9	3	4	7	4	78
	2020	6	2	4	2	2	6	10	3	4	7	6	7	59
ROBBERY	2021	0	0	0	0	0	0	0	0	0	0	0	0	0
	2020	0	0	0	0	0	0	0	2	0	1	1	0	4
BURGLARY	2021	14	16	14	21	28	27	26	18	17	28	21	22	252
	2020	10	8	17	45	49	31	38	33	15	21	20	24	311
THEFT	2021	23	15	30	27	23	37	33	39	17	30	32	41	347
	2020	17	16	21	28	30	33	30	29	34	30	18	24	310
AUTO THEFT	2021	6	5	3	6	5	7	10	7	4	5	4	3	65
	2020	6	5	6	4	5	3	3	4	3	14	16	3	72
SHOPLIFTING	2021	8	8	12	11	8	8	6	8	9	17	11	10	116
	2020	14	9	11	4	9	5	4	5	11	8	9	6	95
														Class I Total
														858

ARSON	2021	0	0	0	0	0	0	0	0	0	0	0	0	0
	2020	0	0	0	0	0	0	0	0	0	0	0	0	0
ASSAULT	2021	7	4	18	10	8	18	14	17	13	8	14	12	143
	2020	15	12	6	11	14	11	18	15	14	6	17	14	153
FRAUD	2021	12	14	18	22	15	19	16	19	12	15	15	11	188
	2020	28	9	23	18	15	12	18	27	24	8	16	17	215
CRIMINAL MISCHIEF	2021	11	11	11	15	26	35	21	20	25	21	24	16	236
	2020	14	12	19	13	18	25	20	16	31	27	22	27	244
WEAPONS	2021	7	1	3	5	5	1	5	7	13	8	9	8	72
	2020	1	1	3	0	11	9	6	10	12	7	5	5	70
NARCOTICS/DRUGS	2021	7	15	4	13	9	13	14	14	14	10	5	5	123
	2020	14	9	13	13	13	16	17	6	5	9	5	9	129
OFFENSES AGAINST CHILDREN	2021	4	5	8	10	7	10	8	5	11	9	7	3	87
	2020	4	4	5	2	4	13	6	15	7	7	1	8	76
DISTURBANCES	2021	89	91	112	103	114	189	185	109	99	106	92	87	1376
	2020	63	80	128	126	134	278	206	138	133	106	90	86	1568
JUVENILE OFFENSES	2021	21	15	43	31	28	32	56	41	39	38	35	18	397
RUNAWAYS	2020	27	24	38	30	27	25	26	24	25	27	22	18	313
														Class II Totals
														2622

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

ANIMAL COMPLAINTS	2021	56	62	82	80	72	84	77	95	99	78	53	51	889
	2020	52	58	73	77	84	100	105	95	87	113	50	58	952
FATALITY ACCIDENT	2021	0	0	0	0	2	0	0	0	0	0	0	0	2
	2020	0	0	0	0	0	0	0	0	0	0	1	0	1
OTHER ACCIDENTS	2021	67	76	49	36	58	60	58	68	69	75	66	60	742
	2020	55	40	62	34	58	81	69	71	46	69	42	66	693
													Class IV Totals	1633

DOMESTICS	2021	34	38	33	48	41	48	53	52	60	48	36	43	534
	2020	40	36	47	51	87	52	68	73	56	57	60	33	660
ALARMS	2021	17	12	15	13	16	24	26	25	20	18	12	13	211
	2020	9	16	20	17	25	25	30	17	18	15	23	17	232
PARKING COMPLAINTS	2021	237	114	69	49	35	48	52	41	48	43	65	39	840
	2020	69	34	31	41	66	52	47	51	55	46	29	39	560
OTHER TRAFFIC RELATED ACTIVITIES	2021	232	221	303	244	276	231	261	266	286	296	252	204	3072
	2020	342	379	258	69	258	270	236	394	289	226	282	202	3205
PUBLIC ASSISTS	2021	491	420	446	492	569	532	538	541	505	472	412	453	5871
	2020	497	441	498	418	491	528	536	575	520	435	381	476	5796
													Class V Totals	10528

OPERATING WHILE INTOXICATED	2021	4	6	5	5	9	6	7	6	8	7	7	5	75
	2020	4	7	4	4	4	6	4	8	6	0	7	10	64
TRAFFIC CITATIONS ISSUED	2021	159	129	165	142	182	171	165	176	187	206	147	137	1966
	2020	178	243	160	15	111	146	119	248	188	119	136	83	1746
ADULT ARRESTS	2021	94	114	83	107	127	101	128	106	96	112	102	96	1266
	2020	85	82	86	53	75	98	68	110	102	73	71	95	998
JUVENILE ARRESTS	2021	5	5	9	15	9	6	14	8	19	21	11	9	131
	2020	8	10	11	1	2	9	6	2	1	9	8	4	71
TOTAL ARREST	2021	99	119	92	122	136	107	142	114	115	133	113	105	1397
	2020	93	92	97	54	77	107	74	112	103	82	79	99	1069

ADMINISTRATIVE	2021	232	289	334	314	267	333	390	332	375	327	257	317	3767
	2020	190	146	95	34	117	181	191	226	185	352	365	219	2301

*TOTAL REQUEST FOR POLICE	2021	1578	1436	1612	1564	1620	1762	1860	1733	1738	1656	1429	1420	19408
	2020	1473	1341	1378	1037	1517	1756	1684	1829	1574	1591	1481	1358	18019

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Parks and Recreation Department

Park Administration Division

The main office is open to the public with regular office hours Monday-Friday 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. There continue to be many requests to hold special events on public property. The complete special event listing can be found at our website. Please enjoy the many services provided through the Parks and Recreation Department. Please contact us to let us know about your experiences as we love to hear from you.

Subject	Result
Pearl City Station Reservations	130 Reservations Taken in 2021
Riverview Center Reservations	105 Reservations Taken in 2021
Shelter Reservations	333 Reservations Taken in 2021
Dog Park Passes	248 Dog Park Passes Sold in 2021

Park Maintenance Division

Weed Park was filled with colorful lights during the month of December thanks to the first annual Festival of Lights activity that took place! Park Maintenance was assigned the Aquatic Center entrance as our designated area for the event, and the colorful lights and characters brought joy to the event. Staff also helped to promote the Holiday Light and Music Show that took place on the Becky Bridge.

Tree trimming took place the month of December throughout all of the park sites. Staff continues to work on winter equipment maintenance in preparation for next year.

The Superintendent of Parks completed the National Playground Safety Inspector Certification program.

Subject	Result
Seasonal Employee Recruitment	16 Seasonal Employees Hired

Cemetery Division

Greenwood Cemetery remains open to the public for walkers, bicyclists and the community's cemetery needs. The Cemetery Steps will be closing for the season soon with the winter weather ahead of us.

Subject	Result
Burials	13 Burials Took Place
Burial Spaces	9 Burial Spaces Sold

Boat Harbor/Marina Divisions

The Boat Harbor and Marina Operations had a successful year of operations in 2021 with the help of low river levels throughout the season.

Recreation Division

Youth and adult recreation programs and special events continue to be offered while adhering to COVID-19 safety protocols. Current programs taking place include Gymnastics, Adult Volleyball Leagues and the Walking Club.

The 2021 Candy Cane Hunt was held on Friday, December 3 with 315 people in attendance.

The 2021 Elves Workshop event saw 264 people on Saturday, December 11.

The inaugural Weed Park Festival of Lights was scheduled from December 3 through December 26 with light displays shining from 5:30-7:30 pm nightly. The community assisted the Parks and Recreation Department with donating approximately 1,425 gallons of non-perishable food items to pantries organized by the Salvation Army and Muscatine Center for Social Action.

Subject	Result
Youth Program Participation	609 Participation Occurrences in December
Adult Program Participation	718 Participation Occurrences in December

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Parks and Recreation Department

Aquatics Division

Park Maintenance staff have completed winterization on the facility and recruitment efforts for the 2022 season have begun. The Program Supervisor completed the Certified Pool and Spa Operator recertification course on December 7-8.

Wellness Division

The City employee wellness programs continue to be offered through the virtual Wellness Center. The Fitness Reimbursement program and weekly Wellness Wednesday newsletters continue throughout the year.

Hearing Tests for employees and spouses were held on December 13 and a Healthy Homemade Holiday cook-off event took place on December 15.

A new Employee Assistance Program has been procured and information has been made available to employees.

Subject	Result
Participation	42 Participation Occurrences in December

Kent Stein Division

Kent Stein Park was closed in early November. Staff continues to make improvements to the Parks and its facilities for the upcoming season. Some of those tasks have been working on gates to the fields and maintenance gates to the fields. Staff continue to trim trees throughout the park. Staff continues to clean up after the wind storm that went through the area in mid-December. We do have a hydrant valve on the main line that needs replaced, we will be working with MPW to get this replaced and have it scheduled for early spring. We continue to work on budgets for the park for next fiscal year.

Soccer Complex Division

The Complex was closed in early November, we continued to install a drainage system along fields 11 and 12. The drainage project is now complete. Staff formed up sidewalks, maintenance gates areas and both collection points of the drainage for concrete. With Mother Nature giving us good weather we were able to get all areas poured. We will be removing all the forms and backfilling areas adjacent to them. We continue to work on budgets for the park for next fiscal year.

Soccer Events Division

The College Search Kickoff sanctioning request was submitted and approved. We are now accepting registrations for CSK 2022.

Golf Divisions

The Muscatine Municipal Golf Course has received very good participation to date. The new Golf Professional, Brian Kuddes, started on September 20th. The \$25 all you can play Fall Special began on October 16th and ran through the closure on December 5th. It was well received by all golfers.

There were 254 rounds played in December and 26,698 rounds for the year.

Subject	Result
Outings	26 Outings Scheduled for 2021
Leagues	7 Leagues Scheduled for 2021
Season Passes	250 Season Passes Sold
Rounds	254 Rounds Played

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
PRINTED MATERIALS	2021	TOTAL TO DATE	2020
ADULT BOOK	2,754	18,901	3,269
YOUNG ADULT BOOKS	154	1,372	182
JUVENILE BOOKS	3,930	26,532	3,689
MAGAZINES	135	1,058	142
OTHER	18	183	35
RECORDED MATERIALS			
MP3 BOOKS	0	1	0
DIGI-BOOKS/PLAYAWAY	10	90	11
RECORDED BOOKS	174	1,297	221
CD's	298	1,668	303
ADULT KITS AND JKITS	4	12	5
A-V MEDIA			
EQUIPMENT	14	79	4
MICROFILM	0	4	0
VIDEOGAMES	90	553	98
DVDS	2,356	13,431	3,359
BLU-RAY	73	435	119
ONLINE			
INTERNET COMPUTER USAGE	452	3,004	481
WIFI USAGE	3,828	25,488	6,019
DATABASE USAGE	8,741	65,166	8,310
E AUDIO	458	2,662	407
E BOOKS	667	4,008	927
E MAGAZINES	224	1,384	826
E MUSIC/STREAMING	2,190	8,914	1,206
TOTAL CIRCULATION	26,570		29,613
PREVIOUS CIRCULATION	149,672		162,836
TOTAL CIRC. TO DATE	176,242		192,449

Circulation Statistics			
INTER-LOANS	2021	TOTAL TO DATE	2020
RS BORROWED	1,712	6,856	2,030
RS SENT	1,160	4,935	1,661
SILO BORROWED	1	36	6
SILO SENT	18	101	12
OCLC BORROWED	18	177	24
OCLC SENT	14	79	16
TOTAL	2,923		3,749
PROGRAMMING			
CHILDRENS PROGRAMS	32	169 iIn-person 5 -virtual	38 virtual
CHILDREN PRG ATTEND.	891	5,761 (IP) 989 one min. views. 5,887 raw views	498 one minute, 4,464 raw views
TEEN PROGRAMS	1	1	0
TEEN PRG ATTENDANCE	12	12	0
ADULT PROGRAMS	1	11	0
ADULT PRG ATTENDANCE	15	227	0
TECHNOLOGY CLASSES	2	5	1
CLASS ATTENDANCE	2	5	1
BUILDING USAGE (WALK-IN)	7,914	53,048	6,063
MEETING ROOMS USAGE	507	3,480	77
REFERENCE			
REFERENCE QUESTIONS	259	1,678	86
TECHNICAL QUESTIONS	145	1,104	35
DIRECTIONAL QUESTIONS	156	1,277	16
TOTAL	560		137

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
EXAMS PROCTORED	0	0	0
NOTARY PUBLIC USAGE	8	63	12
GENEALOGY RESEARCHERS	1	27	1
GENEALOGY INTERLOANS	0	0	0
RESEARCH/OBIT REQUESTS	2	34	11
PHOTO PRINTS ORDERED	1	21	5

Database Usage			
	2021		2020
Ancestry Library Edition	261		16
Chilton	0		13
ContentDM Images	969		1,111
Gale	0		0
Gale Forms	4		10
Heritage Quest	70		0
Learning Express	0		0
Newspaper Archive	1,275		2,115
Newspaper.com Musc. Journal	1,128		820
New York Times	1,426		300
Niche Academy	28		40
Novelist	119		12
RefUSA	4		62
Sanborn Maps	10		7
Transparent Language	4		0
Value Line	3,443		3,804
TOTAL	8,741		8,310
	LIKES		
FACEBOOK	5,753		
	VISITS	UNIQUE VISITORS	
WEBSITE	10,352	10,017	
	FOLLOWS		
TWITTER	946		

Patron Statistics			
	ADDED	TOTAL	2020
Adult Residents	37	14,825	15,350
Computer Use Only	2	353	336
Juv Residents	13	2,459	2,499
IL (Contract)	4	672	689
Open Access	5	1,026	1,015
New Borrower	0	167	184
Other	0	167	184
TOTAL	67	19,851	20,362

Home Delivery Statistics			
(already included in circulation statistics)			
	2021	TOTAL	2020
Materials Circulated	67	720	277
Visits	33	225	48
Clients	40		41
Volunteers	1		1

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

From the Muscatine Art Center

For a complete list of exhibitions, classes, programs, and projects at the Muscatine Art Center, request a copy of the quarterly newsletter or subscribe to the monthly e-newsletter by contacting art@muscataineiowa.gov.

EXHIBITIONS

You're invited on an inspirational and moving journey at **Sean Kenney's Nature Connects®** Made with LEGO® bricks.



In this award-winning exhibition of art made with LEGO pieces, the whole family can marvel at gravity-defying and astoundingly precise structures!



November 16, 2021 - February 20, 2022

muscataineartcenter.org

Grant supported by

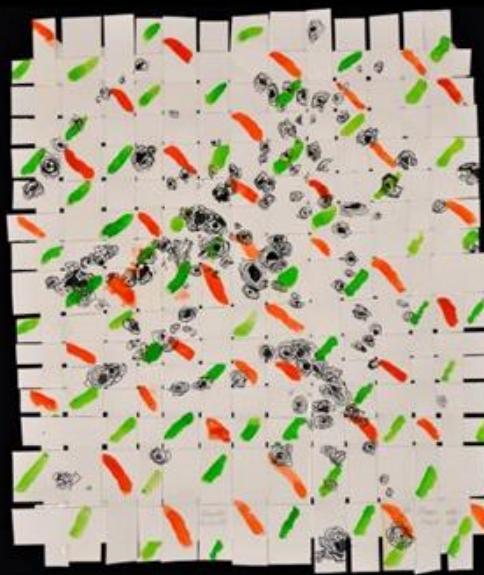


Muscatine, Iowa
Free Admission
563-263-8282

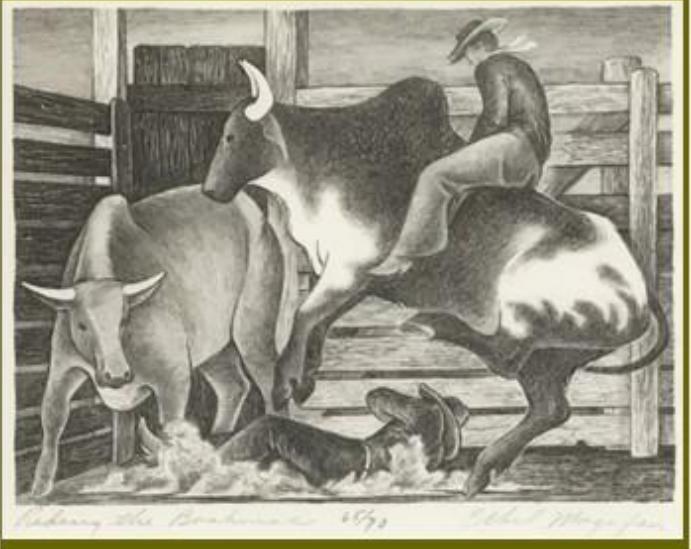


Jon Fasanelli-Cawelti

October 23, 2021 -
February 20, 2022



Broadmoor School
Gift of Richard G. and Sandra D. Toye
Through February 20, 2022



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

UPCOMING CLASSES and ACTIVITIES

For Kids



Introduce your children (ages 2 to 7) to the world of art with free art classes. Each class consists of a story and two art projects! Classes meet **Wednesdays from 9:30 - 10:15 a.m. and Thursdays from 3:30 - 4:15 p.m.** At this time pre-registration is required. Classes will also be pre-recorded and can be viewed on the Muscatine Art Center Mini Masters Facebook page. Classes are FREE of charge! Call 563-263-8282 to register. The theme for January is "Animals in Winter", and the theme for February is "Mix It Up!".

For Families

Winter Take & Makes

Available January 21

Stop by the Muscatine Art Center during open hours and grab a "Winter Take & Make" bag. Each bag contains a few winter-related projects that you can complete at home with just a few additional supplies. These bags are free to pick up while supplies last.

Kids Saturday Workshop

Chinese New Year - Saturday, January 29, 1:30 - 2:30 p.m.

Chinese New Year, also called the Spring Festival, is celebrated by more than 20% of the world. This year, the Chinese New Year lands on February 1, and 2022 is the Year of the Tiger. Join Miss Julie Saturday, January 29 to learn a little bit about this festive holiday and to create a beautiful print that will help you celebrate the New Year.

LEGO® brick Workshop

Saturday, February 5, 1:30 - 3:30 p.m.

Itching to get out of the house? Families are invited to stop by the Muscatine Art Center to build with LEGO bricks on **Saturday, February 5, anytime between 1:30 and 3:30 p.m.** Kids can join their friends and spread out in the studio and build something masterful. Bring your own LEGO bricks or borrow some of ours! While at the Muscatine Art Center, don't forget to view Sean Kenney's *Nature Connects Made with LEGO bricks*—the exhibition closes February 20.

Registrations are not required for this free family workshop.

Valentine Workshop

Saturday, February 12, 1:30 - 3:30 p.m.

Valentine's Day is celebrated annually on February 14 as a day to show your loved ones you care through greetings and gifts. Some say that Valentine's Day has similarities to the Roman festival Lupercalia, which honors the coming of spring. While the origin is vague, the tradition still remains! The first commercial valentines were printed in the US in the mid-1800s. **To honor this tradition, stop by Saturday, February 12 anytime between 1:30 and 3:30 p.m. to make your own valentines.** We'll have Victorian-inspired valentines as well as more modern versions for you to make. Plus, view vintage valentines from the Muscatine Art Center's permanent collection and enjoy some sweet candies while you create. ***Registrations are not required for this free family workshop.***

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

For Adults

Thursday Night Makerspace

Join our Program Coordinator Katy on select Thursday nights to create fun projects to decorate your home or to give as gifts. Painted signs, keychains, fabric bowls, stepping stones, and more - there's always something new to try! Fees are \$15 or \$13.50 for Friends members and all supplies are included. Advanced registration required. Class fee must be paid upon registration to secure your spot.

[Thursday, January 20, 5:15 - 6:45 p.m. - Mountain Watercolor Wash](#)

[Thursday, February 3, 5:15 - 6:45 p.m. - Dish Towel Painting](#)

Red Barn Studio

Local artist Vada Baker gives step-by-step instructions on how to complete your project. Create a project just like Vada or add your own personal flair. Learn new techniques and have all your questions answered in this fun studio class you won't want to miss! Fees are \$15 or \$13.50 for Friends members, and all supplies are included. Advanced registration required. Class fee must be paid upon registration to secure your spot. Now offered on Sundays.

[Sunday, February 6, 1:30 - 2:45 p.m. - Leaf Negative Watercolor](#)