

February 2022 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.

TABLE OF CONTENTS

Letter from the City Administrator.....	Page 3
Muscatine City Council	Page 5
Department of Administration	Page 7
City Administrator's Office	
Human Resources Division	
Communications Division	
Finance & Records Division	
Department of Community Development.....	Page 10
Permitting & Building Projects	
Housing Division	
Department of Public Works.....	Page 12
Roadway Maintenance Division	
Building & Grounds Division	
Transit Division	
Engineering Division	
Vehicle Maintenance Division	
Solid Waste Division	
Collection & Drainage Division	
Water & Resource Recovery Facility	
Department of Public Safety.....	Page 18
Muscatine Fire Department	
Muscatine Police Department	
Department of Parks & Recreation.....	Page 24
Park Administration	
Park Maintenance	
Cemetery Division	
Boat Harbor & Marina Division	
Recreation Division	
Aquatics Division	
Wellness Programs	
Kent Stein Park	
Muscatine Soccer Complex	
Soccer Events	
Muscatine Municipal Golf Course	
Musser Public Library & HNI Conference Center.....	Page 26
Muscatine Art Center	Page 28

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

From the City Administrator

Could it be that spring is around the corner in Muscatine? I was walking to a meeting the other day and looking up I saw that a tree along the sidewalk had buds! A hopeful sign that warmer weather is around the corner and we will all soon be enjoying our parks and recreation facilities as well as our community trails and other amenities.



As you get out of the house to enjoy the spring weather, you may want to take your dog along for a walk or for a trip to the Muscatine Dog Park. I am a frequent visitor to the Dog Park with my two dogs, Cosmo and Hazel. I recently renewed my City pet registration, so don't forget to also do so if your pet is unregistered or the registration has lapsed. Currently a one year

registration is available for free for currently unregistered, neutered pets until April 30. Registration is available at City Hall of Muscatine, 215 Sycamore Street, or you can register at two upcoming community pet events. It Takes a Village Animal Rescue and Resources, along with national nonprofit Petco Love, will host

the first of a series of "Promoting Responsible Pet Ownership" events from 1-5 p.m., Saturday (March 19), at the Salvation Army, 1000 Oregon St., Muscatine. The Muscatine Humane Society, 920 S. Houser Street, Muscatine, will be hosting a low-cost event for dogs and cats from 3-6 p.m. on Friday, April 8, that will include rabies vaccination and microchipping on a first come, first served basis.

It is great that we have local organizations and community members willing to promote responsible animal ownership in Muscatine. My dog Hazel



was adopted from the Muscatine Humane Society (a great organization!) and is a fun loving pet who loves to chase big dogs at the Muscatine Dog Park and taking rides on the paddleboard! As City staff begin implementing recently adopted pet regulations in Muscatine, keep in mind that the City regulates pet ownership for the health and safety of both pets and humans in our community. Taking responsibility for your pet means a safer and healthier community for everyone.

As I mentioned in last month's report, the City of Muscatine conducted a community survey to provide Muscatine residents with an opportunity to rate the quality of life in Muscatine and your satisfaction with community amenities and their local government. The survey results will be compared to national benchmarks and will help guide the City Council in setting goals for future years. The survey closed March 11 and the City staff plans to review the results of the Survey with the City Council in May. We had over 700 community members complete the survey, which will give us some good data on moving Muscatine forward.

Finally, please tune in for the Mayor's State of the City Address. The Address will be part of the March 31 Muscatine In Focus show where the Mayor and I will answer questions submitted by the community. You can submit questions to the City Communications Manager Kevin Jenison (kjenison@muscatineiowa.gov) or to feedback@muscatineiowa.gov. Please limit questions to 140 characters or less and be respectful with content. We look forward to hearing what is on your mind!

Thank you for choosing to be a part of the Muscatine community. If you have any questions or feedback, please email them to feedback@muscatineiowa.gov.

Highlights of City Activity

- **Department of Administration** - Presented 27 regular agenda items for consideration by City Council. Provided presentations to City Council on vacant property and non-residential property maintenance, placement of cargo containers in residential areas, weeds and vegetation management, and development of Carver Corner.
- **Department of Public Works** – 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 stormwater catch basins, 112 miles of sanitary sewer and 68 miles of storm sewer pipe. For the month of February the Collection & Drainage Division continued their inspection of our off-road sewer lines. 31,170 feet of sewer lines were walked to look for holes or leaks. All manholes were opened and were visually inspected.
- **Finance Department** – Prepared materials for the rest of the department budget review sessions; attended all budget review meetings. Prepared the Amended Budget and FY23 Budget on the Department of Management Website and prepared the notices for public hearings. Worked with the City's bond attorney and financial consultant on the documents needed for the pre-levy of taxes for the May 2022 bond issue.
- **Community Development Department** – We are looking for customer feedback on services provided by Community Development, to that end a customer survey is now available at
<https://www.surveymonkey.com/r/FPXBZ8T>
- **Housing Agency** – A soon to be Muscatine High School graduate was awarded a college scholarship through the Iowa Chapter of the National Association of Housing & Redevelopment Officials. Her application will now be considered for another scholarship by the Regional Chapter of the organization.
- **Parks and Recreation Department** – 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, BlastBall and the Walking Club. The 2022 Easter Egg Hunt is scheduled for Saturday, April 9 at 10:00 a.m. in Weed Park.
- **Fire Department** – Hosted an informational night for an Explorer Program. This program is open to youths age 14-21 who are interested in learning more about a career in fire and emergency medical services. The program will be held on the 1st and 3rd Sunday of every month. This program is tied into our overall recruitment plan.
- **Police Department** – Officer Mitchell Griffin was asked to provide a K-9 demonstration by a Calvary Church youth group (age of children attending ranged from 5-15 years of age). The goal of the interaction was to create a positive image of law enforcement for the children in attendance. The presentation was well received and Officer Griffin has been invited to be a part of future/similar events through the church. Officer Griffin is commended for his participation in an activity designed to enhance the department's standing within the community.

Highlights of Muscatine City Council

January 6 Regular Session

- Public Hearing held on revisions to Title 10, Chapter 4-FP Flood Plain District and Chapter 5-FC Flood Channel District of the Code of the City of Muscatine held.
- First reading approved on revisions to Title 10, Chapter 4-FP Flood Plain District and Chapter 5-FC Flood Channel District of the Code of the City of Muscatine.
- Resolution supporting the 2022-2023 City Council Goal Setting Report approved.
- Discussion of appointments of City Council members to various Boards and Commissions.

January 13 In-Depth Session

- Second reading approved on revisions to Title 10, Chapter 4-FP Flood Plain District and Chapter 5-FC Flood Channel District of the Code of the City of Muscatine.
- Resolution approving moratorium on portions of Title 6, Chapter 9 of the Code of the City of Muscatine related to the keeping of pit bulls.
- Riverfront Amphitheater update presented to City Council along with update on upcoming public process and fundraising campaigns.
- Presentation of results of the Lake Park Boulevard Watershed Study.
- Presentation of proposed updates to the Animal Control Regulations contained in the Code of the City of Muscatine.

January 20 Regular Session

- Public Hearing on 2022 Amendment to the Muscatine Urban Renewal Plan.
- Resolution setting a Public Hearing on an ordinance revising portions of Title 6, Chapter 8 - Animal Regulations.
- Resolution approving plans, specifications, and form of contract for Papoose Creek Pump Station Platform Modification Project.
- Resolution setting a Public Hearing regarding the HAWK (High-Intensity Activated Crosswalk) Crossing Project.

- Resolution setting a Public Hearing for the South-end Community Improvement Fund Project - Taylor Park Improvements.
- Resolution setting a Public Hearing for the South-end Community Improvement Fund Project - Taylor Park Splashpad Project.

January 27 Budget Preview Session

- Presentation of the General Fund Overview.

January 29 Budget Review Session

- Opening session of City Council's review of the proposed FY22-23 Budget.

February 1, 2, 3 Budget Review Sessions

February 3 Regular Session

- Public Hearing's held on Animal Control Regulations, Taylor Park Improvements, Taylor Park Splashpad, HAWK Crosswalk project.
- Resolution setting a public hearing on revisions to City Code on Standard Penalties.

February 5 -8 Budget Review Sessions

February 10 In-Depth Session

- Presentations on vacant property and non-residential property maintenance regulations, placement of cargo container regulations, weeds and vegetation management regulations, and Carver Corner Development.

February 17 Regular Session

- Public Hearing on revisions to City Code on Standard Penalties.
- Resolution setting a Public Hearing on the Maximum Tax Levy for the Fiscal Year 2022/2023 Budget.
- Resolution setting a Public Hearing on proposal to enter into General Obligation Loan Agreements.
- Resolution approving seasonal pay plan.

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>

Upcoming for the Muscatine City Council

March 3 Regular Meeting

- Public Hearing on Maximum Tax Levy for the Fiscal Year 2022/2023 Budget.
- Public Hearing on proposal to enter into an Essential Purpose Loan Agreement.
- Public Hearing on proposal to enter into an Aquatic Center Loan Agreement.
- Public Hearing on proposal to enter into General Purpose Loan Agreement.
- Third and Final Reading of ordinance revising portions of Title 6, Chapter 8 of the City of Muscatine regarding Animal Control Regulations.
- Resolution setting Public Hearing on the proposed City Budget for Fiscal Year 2022/2023.
- Resolution setting Public Hearing on Amendment #1 to the City Budget for Fiscal Year 2021/2022.



March 10 In-Depth Meeting

- Presentation on McKee Building Development Project by Kent Corporation.
- Presentation and update on Love's Travel Center Project.

March 10 Special Meeting

- Resolution setting a Public Hearing on declaring a portion of City owned property located at 1030 Hershey Avenue, as surplus and directing for its disposal.

March 17 Regular Meeting

- Public Hearing on the proposed City Budget for Fiscal Year 2022/2023.
- Public Hearing on declaring a portion of City owned property located at 1030 Hershey Avenue, as surplus and directing for its disposal.
- Third and Final reading of ordinance revising Title 1, Chapter 2, Section 14 of the Code of the City of Muscatine regarding Standard Penalties.
- Resolution setting a Public Hearing on an ordinance striking Title 6, Chapter 9 of the Code of the City of Muscatine regarding the keeping of Pit Bull dogs.
- Resolution setting a Public Hearing on an ordinance regulating cargo containers in residential areas.

- Resolution setting a Public Hearing on an ordinance revising Weed and Vegetation Management regulations.
- Resolution setting a Public Hearing on the application for 2023 Consolidated Funding by the City of Muscatine Transit Division.
- Resolution setting a Public Hearing on the community needs assessment and proposed use of Community Development block Grant funds.
- Resolution setting a Public

Hearing for the plans, specifications, and form of contract for the Transfer Station Resurfacing Project.

- Resolution setting a Public Hearing on an ordinance change to allow residency outside of Iowa for Civil Service covered employees.

April 7 Regular Meeting

- Public Hearing on an ordinance striking Title 6, Chapter 9 of the Code of the City of Muscatine regarding the keeping of Pit Bull dogs.
- Public Hearing on an ordinance regulating cargo containers in residential areas.
- Public Hearing on the community needs assessment and proposed use of Community Development block Grant funds
- Public Hearing for the plans, specifications, and form of contract for the Transfer Station Resurfacing Project.
- Public Hearing on an ordinance change to allow residency outside of Iowa for Civil Service covered employees.
- Resolution approving non-union pay plan.

April 14 In-Depth Meeting

- Presentation on Deer hunting on City property.
- Presentation on violent crime statistics
- Overview on Nuisance Program
- Update on Southend Community Improvement Projects.

April 21 Regular Meeting

- Public Hearing on the application for 2023 Consolidated Funding by the City of Muscatine Transit Division.
- Approval of funding agreements with GMCCI, Senior Resources, and Humane Society.

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.



February Highlights

- Presented 27 regular agenda items for consideration by City Council
- Provided presentations to City Council on vacant property and non-residential property maintenance, placement of cargo containers in residential areas, weeds and vegetation

management, and development of Carver Corner.

- Budget Review Sessions continued.
- Responded to numerous citizen and City Council requests and concerns.

Department of Administration | Human Resources Division

February Highlights –

- The Human Resources Department has been working on recruitment for several positions including firefighter, police officer, treatment plant operator, library assistant, transit, and seasonal openings for Parks and Recreation.
- With two years open on the Blue/White Collar bargaining unit contract, HR has also been engaged in the negotiation process to settle this contract.
- Human Resources staff has also begun to review applicant tracking software options. This will allow for an online employment application and more

streamlined communication with departments about job applicants.

- Orientation was conducted for five new employees.



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Administration | Finance Division

Monthly Activity Summary Report							
Summary of Activities for the Month of:	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022
Accounts Payable Checks and ACH Payments	694	546	620	531	506	532	487
Payroll Checks and Direct Deposits	836	775	1097*	711	682	645	650
Accounts Receivable Invoices Sent	262	163	204	186	261	186	205
Finance Cash Register Transactions	448	476	426	413	423	465	505
Housing Receipt Transactions	180	191	184	196	193	198	198
Purchase Orders Processed	280	291	253	268	215	215	203

* Payroll checks for October included three (3) payrolls.

Department highlights for the month of February:

- Prepared materials for the rest of the department budget review sessions; attended all budget review meetings.
- Prepared the Amended Budget and FY23 Budget on the Department of Management Website and prepared the notices for public hearings.
- Worked with the City's bond attorney and financial consultant on the documents needed for the pre-levy of taxes for the May 2022 bond issue.
- Continued submitting information to the State for FEMA grant reporting and responding to requests for additional information (Finance Director and Accounting Supervisor)
- Hershey Refinancing calls with Grandbridge, attorneys, Housing staff, and Finance staff to discuss information needed to complete the refinancing. Prepared and submitted required information needed from Finance.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

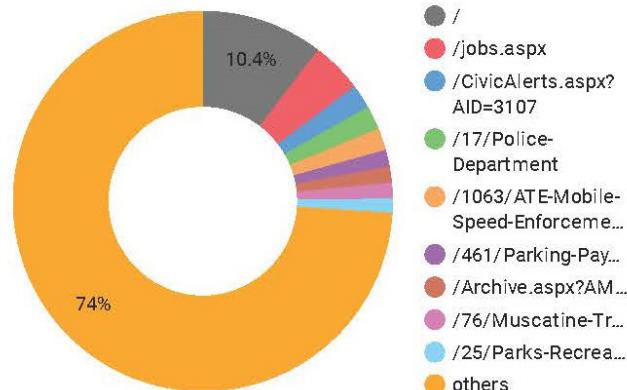
Department of Administration | Communications Division

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.

January Highlights

- A total of 20 news releases were produced and distributed to media and Notify Me subscribers.
- Hosted 15 GoToMeeting Virtual meetings for various departments.
- Created 118 social media posts (41 Facebook, 31 Instagram, 33 Twitter, 0 LinkedIn, and 8 YouTube).
- Created "Muscatine In Focus" Facebook page.
- Renamed "Our City Muscatine" YouTube page to "Muscatine In Focus" to preserve content from previous version.

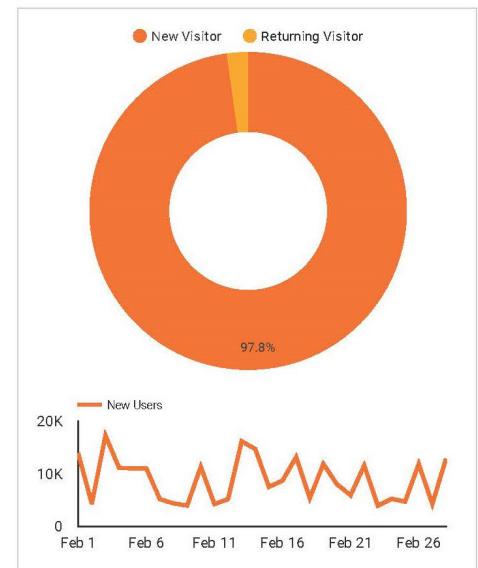
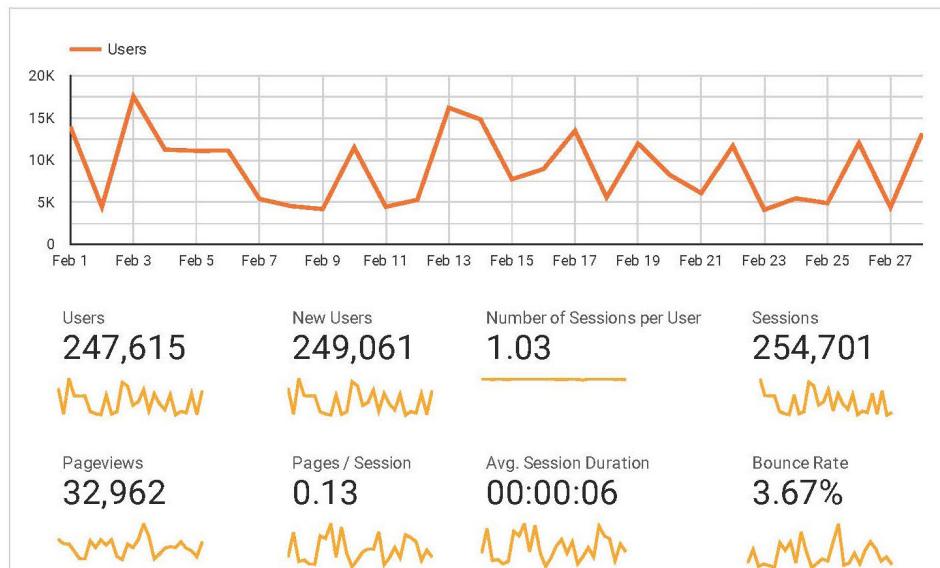
Which page is the most popular?



Page	Pageviews
1. /	3,429
2. /jobs.aspx	1,426
3. /CivicAlerts.aspx?AID=...	675
4. /17/Police-Department	668
5. /1063/ATE-Mobile-Spee...	614
6. /461/Parking-Payments	472
7. /Archive.aspx?AMID=3...	447
8. /76/Muscatine-Transfe...	437
9. /25/Parks-Recreation	398
10. /86/Agendas-Minutes	395

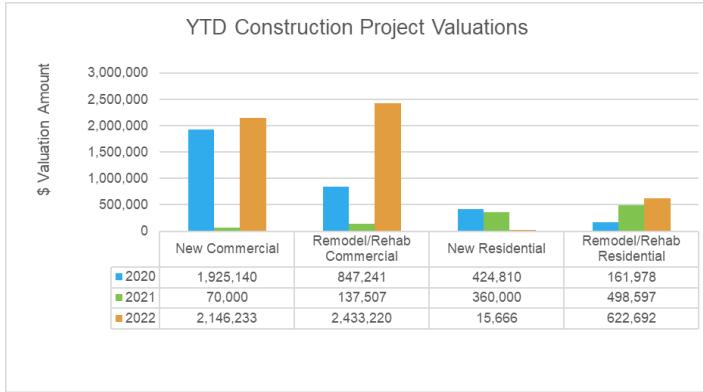
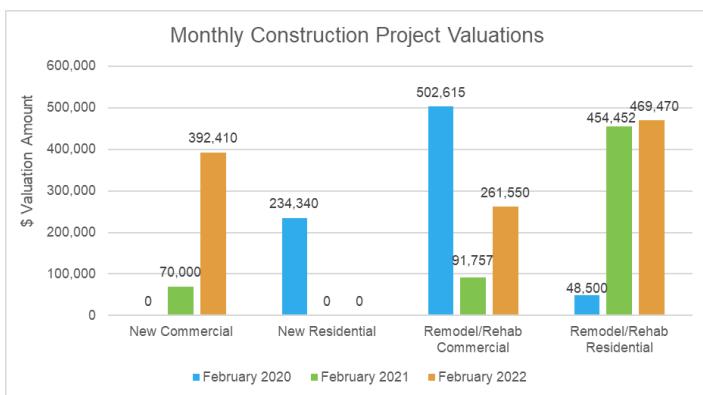
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Your audience at a glance

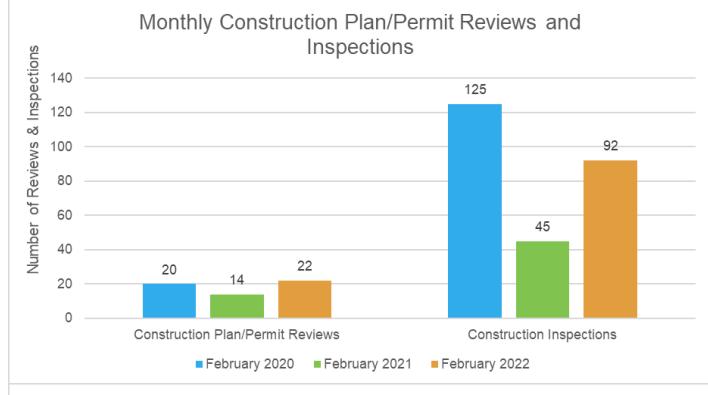
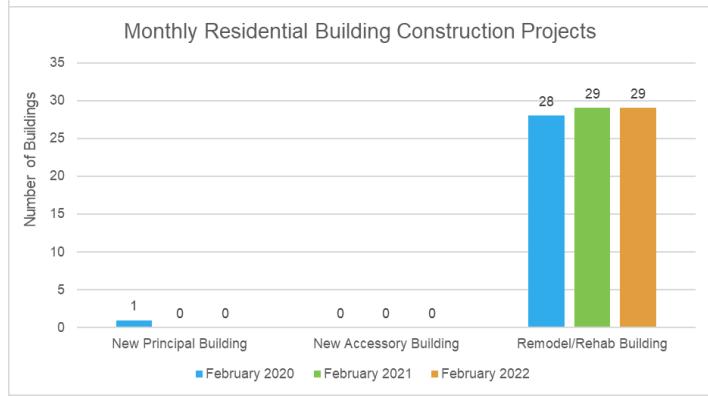
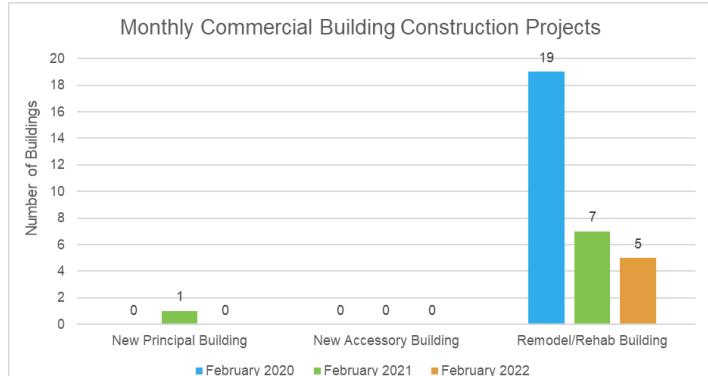


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Community Development

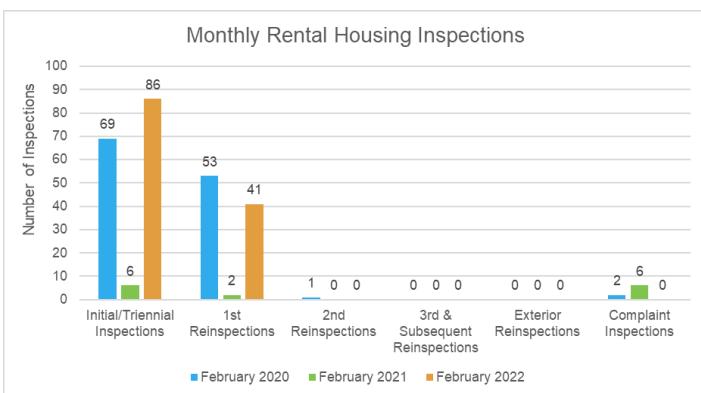


- Principal Building defined as the construction of new building on a previously vacant lot/parcel.
- Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.
- Remodel/Rehab defined as buildings undergoing any alterations whether it be for a remodel or repair.

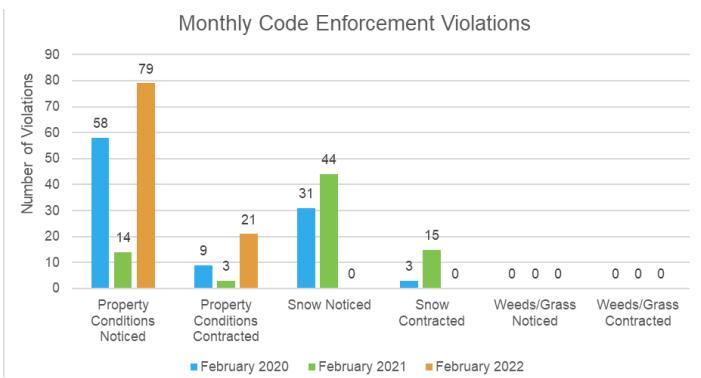


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

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.



Department of Community Development

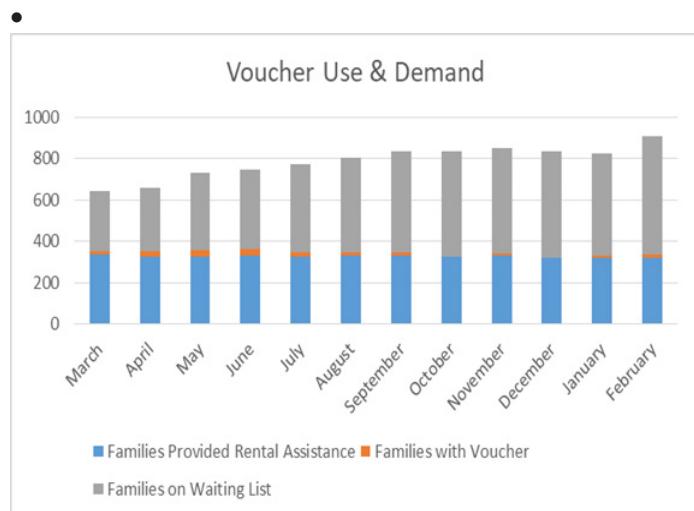
- Building Inspectors and Code Enforcement attended a range of training as part of the International Code Council Conference.
- We are looking for customer feedback on services provided by Community Development, to that end a customer survey is now available at

<https://www.surveymonkey.com/r/FPXBZ8T>

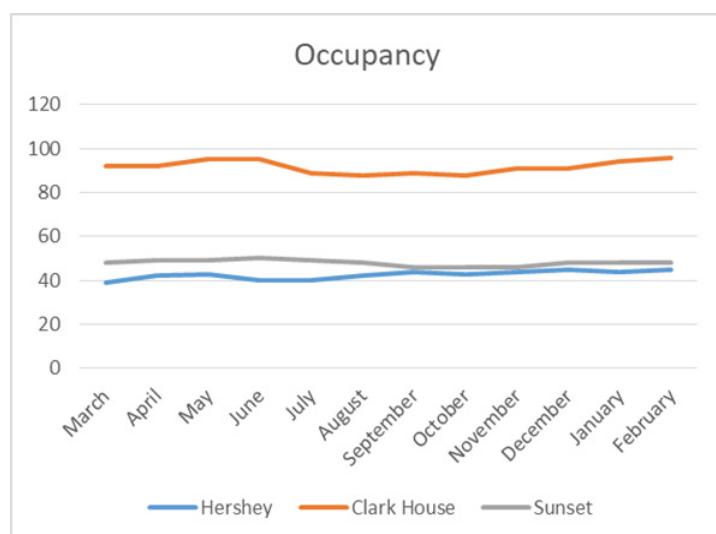
Muscatine Municipal Housing Agency

- A soon to be Muscatine High School graduate was awarded a college scholarship through the Iowa Chapter of the National Association of Housing & Redevelopment Officials. Her application will now be considered for another scholarship by the Regional Chapter of the organization.
- Another first first-time homebuyer class was held.
- Two Housing Counseling clients have purchased their first homes.
- One Family Self-Sufficiency household graduated with \$4,800 in their escrow account.

- There are currently 37 families participating in the Family Self-Sufficiency Program.
- Housing Choice Voucher (Section 8) staff conducted 2 briefings. 69 individuals were invited, and 17 vouchers have been issued.



- Paid \$139,926 to private landlords and utilities on behalf of assisted clients
- \$6,052 was deposited into escrow accounts for families working toward self-sufficiency
- Received \$18,388 in administrative fees based on the 84% proration of fees earned



- Completed 125 work orders. The average repair time went down 1/2 a day from January to February, from 1.9 days to 1.4.
- 3 households moved into Clark House and Hershey Manor.

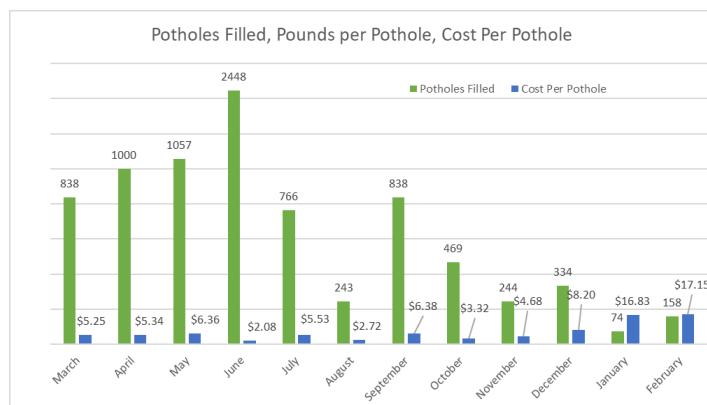
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

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.

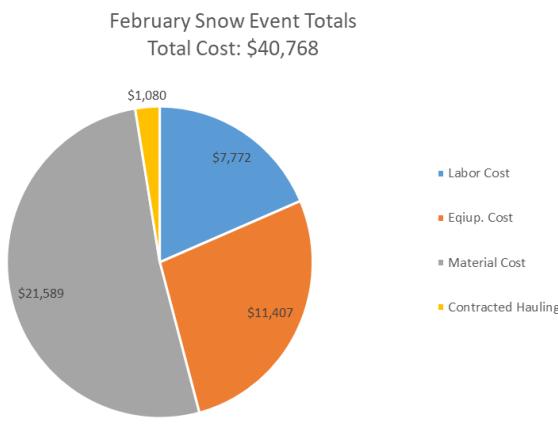
Roadway Maintenance Division Report:

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, and the approximate 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.

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 including: installed a new electrical box, conduit, wire and breaker and repaired the treadmill at the South Fire Station; replaced the hanging furnace in the brine building at the former DOT property; replaced ceiling tiles in the engineering department, hallway and restrooms at the Public Works Building, also painted an office and replaced a faucet at Public Works.

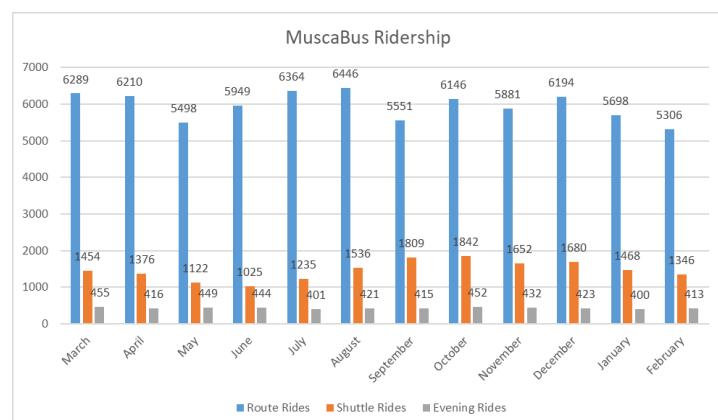
In addition, staff performed snow removal at city buildings and bus stops, tested three back flow preventers in various buildings for multiple departments, and cut keys for the golf course and other departments.

The former Kum & Go Building finished installation of new garage doors, weather stripping and door operators.

Staff continue to utilize the PubWorks asset management software and are now using it to create preventive maintenance work orders, standard operating procedures, and lock out-tag out procedures.

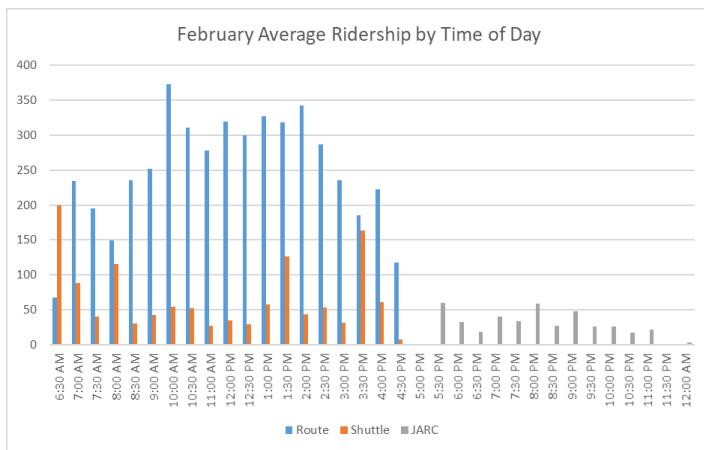
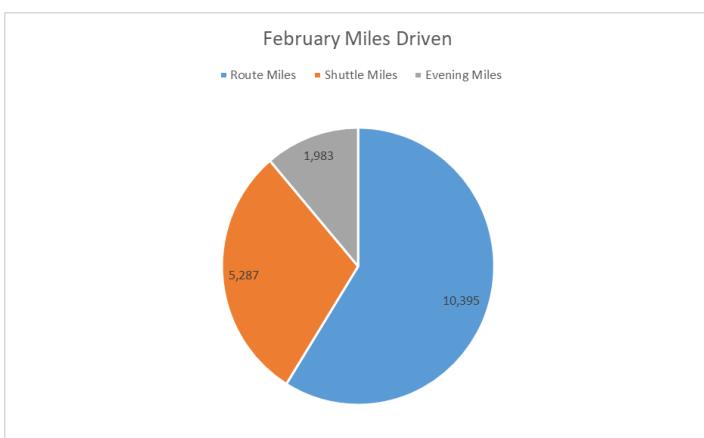
Transit Summary of Operations:

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



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works



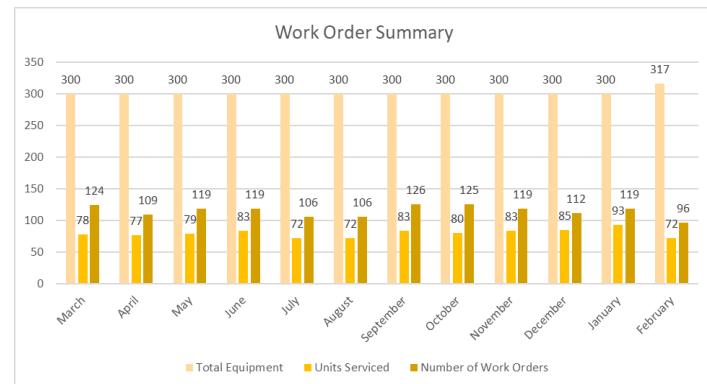
Engineering Division Report:

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 2021	50%	Winter Shutdown
West Hill Sewer Separation Phase 5	April 2021	44%	Work through ravine south of Climer
Park Avenue 4 to 3 lane	March 2021	98%	Punch List
2nd Street Streetscape	March 2021	98%	Punch List

Vehicle Maintenance Division Report:

The Vehicle Maintenance Division services and repairs approximately 317 pieces of equipment and vehicles from all city departments with the exception of the Fire Department, Soccer, and WPCP.

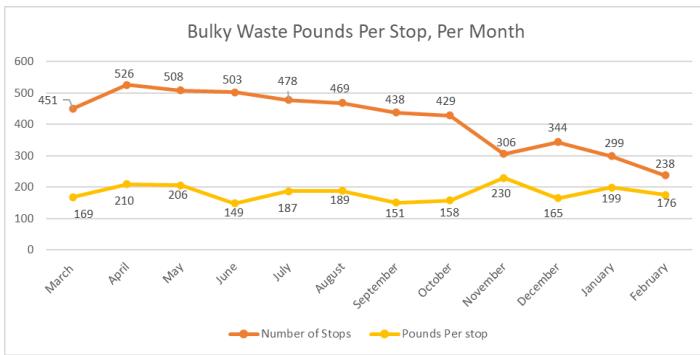


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

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.

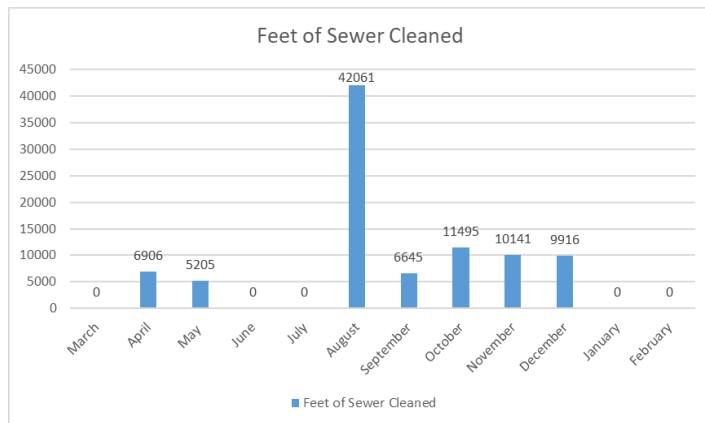
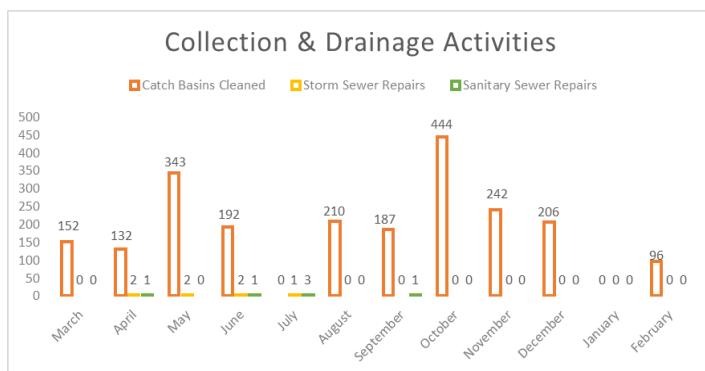


This chart shows the amount of solid waste collected curbside (in tons) as well as the amount of material dropped off at the Transfer Station (per item). Dropped off items include: electronics, appliances, tires, household hazardous waste and recyclables. Also included is the average number of customers 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 stormwater catch basins, 112 miles of sanitary sewer and 68 miles of storm sewer pipe.

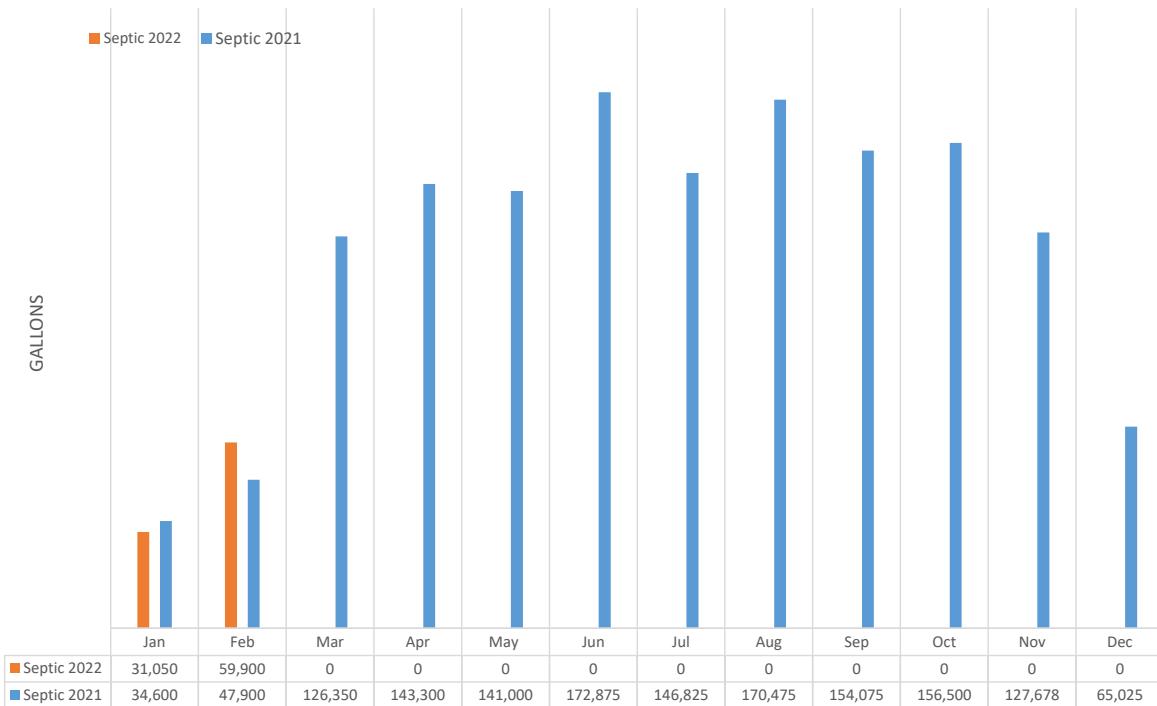
For the month of February the Collection & Drainage Division continued their inspection of our off-road sewer lines. 31,170 feet of sewer lines were walked to look for holes or leaks. All manholes were opened and were visually inspected.



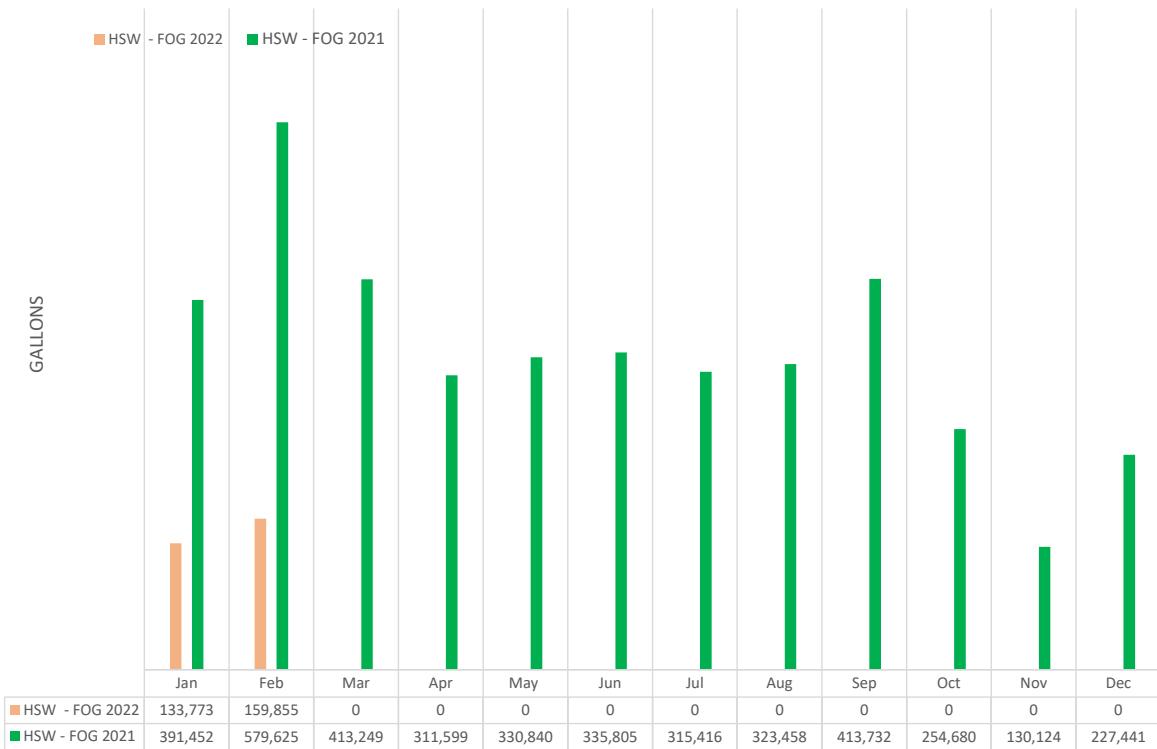
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Water Resource & Recovery Facility

MUSCATINE WRRF HAULED SEPTAGE WASTE 2022

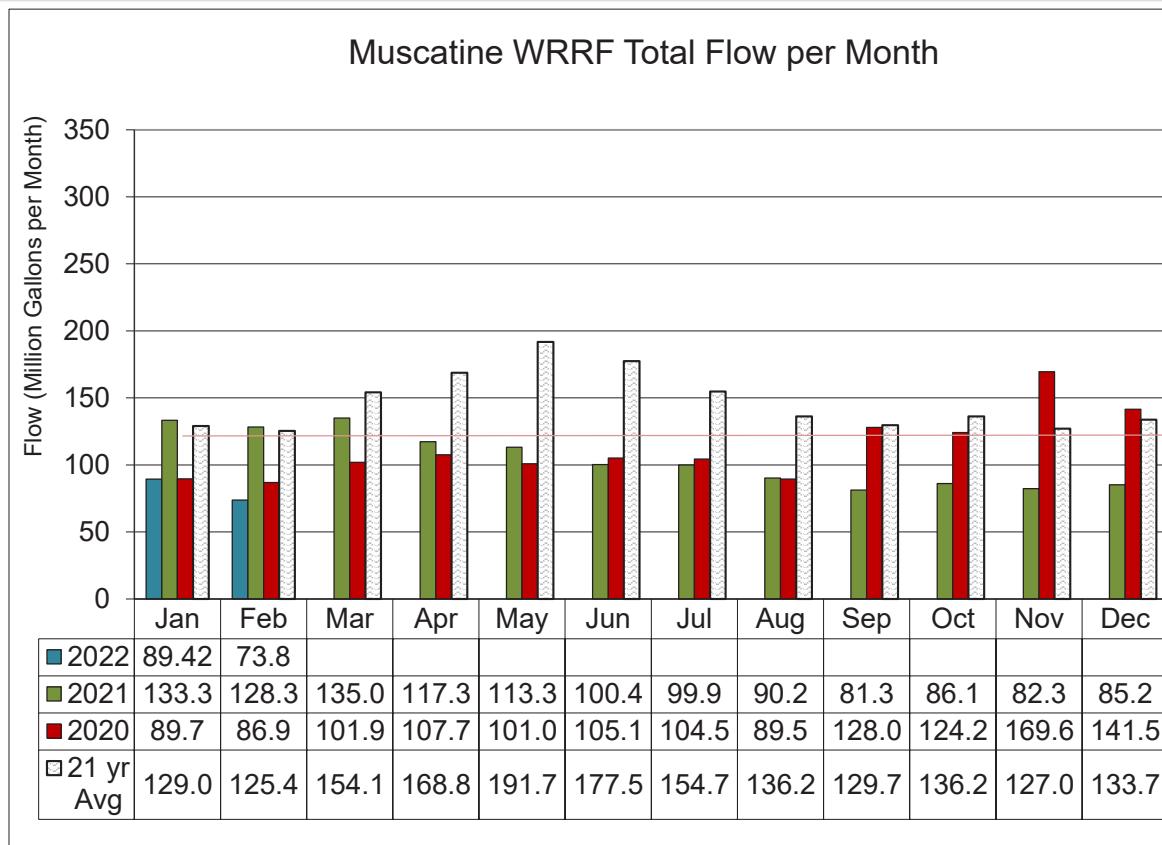
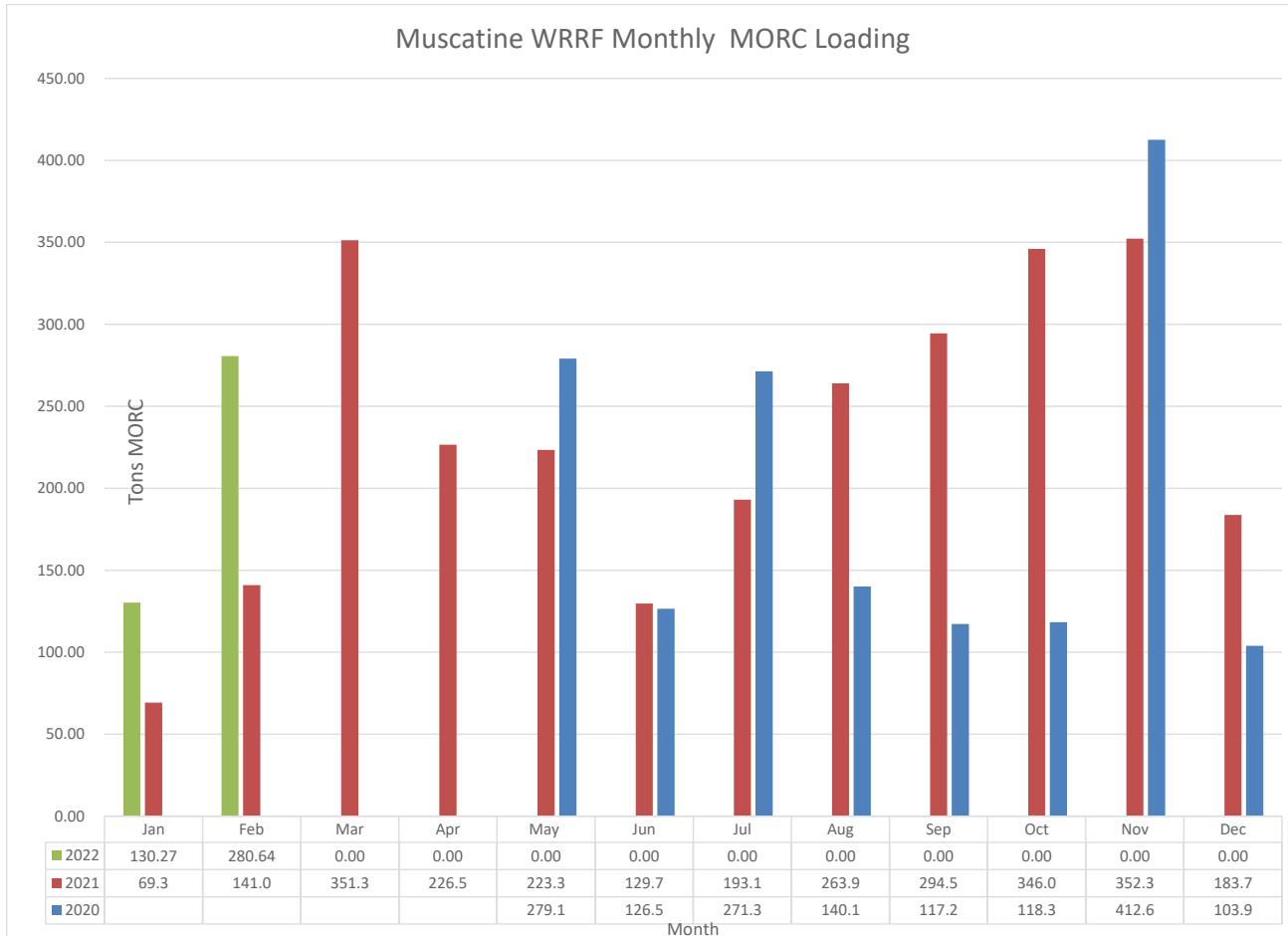


MUSCATINE WRRF HAULED FOG - HIGH STRENGTH WASTE 2022



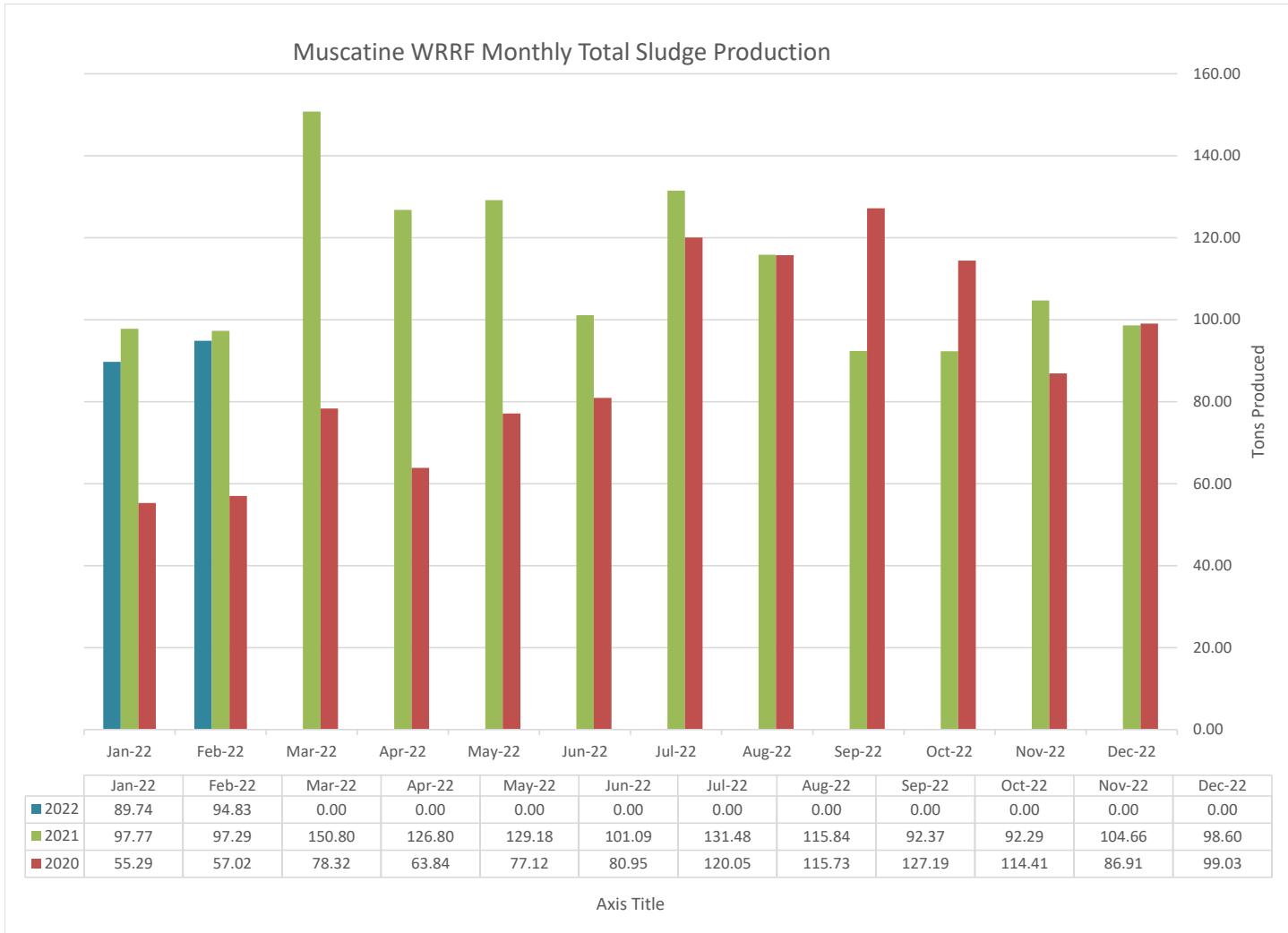
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Water Resource & Recovery Facility



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Water Resource & Recovery Facility



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Fire Department



Fire Department Monthly Report By: Chief Jerry Ewers

February Highlights

City Administrator Carol Webb and Human Resource Director Stephanie Romagnoli led a fire department visioning workshop with management staff on February 9.

A month-long Recruit Academy kicked off on February 7 with three newly hired firefighters.

Hosted a Peer Support Golf Tournament fundraiser on February 26 and 27. Funds raised from the event will be used for training and supporting families during a time of crisis.

Hosted an informational night for an Explorer Program. This program is open to youths age 14-21 who are interested in learning more about a career in fire and emergency medical services. The program will be held on the 1st and 3rd Sunday of every month. This program is tied into our overall recruitment plan.



The Muscatine Fire Department (MFD) has a new ambulance that went into service Thursday (Feb. 10), but this one becomes part of the Muscatine fleet in a different way ... as a former demonstration (demo) unit.

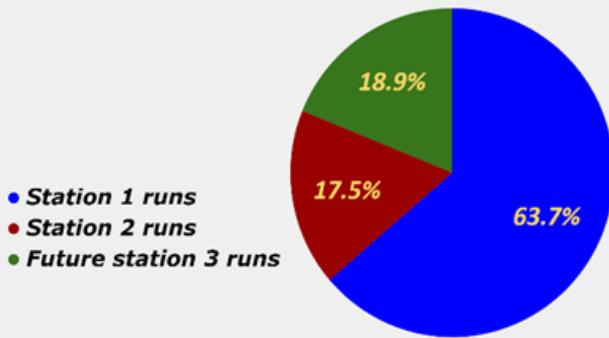
Staff Updates

Firefighter Nate Paxton taught Pediatric Advanced Life Support (PALS) to all our firefighters. Nate is an instructor and teaches many of the American Heart Association specialized courses for the department. The PALS course aims to improve outcomes for pediatric patients.

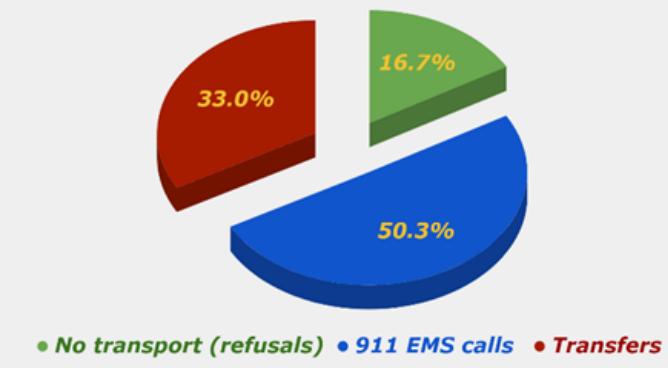
Compliments to firefighter Ben Barrett for implementing the fire department Explorer Program.

A huge thanks to firefighter Reece Hall for organizing the Peer Support golf fundraiser.

Calls per Coverage Area - February 2022



EMS Call Types - February 2022



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Fire Department

Demand for Services / Response Activity

	Avg. Per Day	Monthly Totals	YTD Totals
Fire Responses	2.82	79	152
911 EMS Responses	8.32	233	526
Out of Town Transfers	3.54	99	193
Local Transfers	.43	12	29
Total Responses	15.11	423	900
	Avg. Per Day	Monthly Totals	YTD Totals
Urban Response Time		91.3%	91.0%
Goal - 90% within 9 min or less			
Rural Response Time		92.5%	95.6%
Goal - 90% within 15 min or less			

Staff Training

Type	Monthly	YTD
Recruit /Probationary	399.05	407.15
Fire Suppression	116.2	391.25
EMS / Medical Related	276.4	474.1
Technical/Rescue	45.35	108.35
Driver/Operator	24	31.3
Professional Development/Leadership	125	140
Paramedic Program	256	512
Totals	1,242	2,064.15

Vehicle & Equipment Maintenance

	Monthly	YTD
Fire Vehicle Miles Driven	2,189	4,236
Ambulance Miles Driven	10,497	20,840
Total Miles Driven	12,686	25,076
Work Orders Completed (PPE,Vehicles,Equip.)	69	138
Gallons of Diesel Fuel Dispensed	460.40	805
Gallons of Gasoline Dispensed	1,389	2,912.60
Total Gallons of Fuel Dispensed	1,849.40	3,717.60

Prevention, Education and Outreach

	Month	YTD		Month	YTD
Fire Inspections	20	26	Plan Reviews/Site Visits	7	11
Fire Reinspections	6	14	Fire Investigations	5	11
Educational Events	5	7	Permits Issued	72	266

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

February Highlights

- The PD hosted our monthly Coffee with a Cop.
- Animal Control Officer Courtney Patel handled two different calls involving dog rescues in February. One of the calls she handled had 42 dogs she rescued in Fruitland from a residence that was not habitable for animals. The other was in town that had dogs that had to be removed due to the conditions of the residence and not being taken care of by the owner.
- Detective Adam Raisbeck was in continuous contact with an informant about the location of an over the road truck driver who had three active arrest warrants for Sex Abuse, Lascivious Acts, and False Imprisonment. Detective Raisbeck learned that the wanted subject was coming to Muscatine, so he waited for him to arrive and arrested him with the assistance of Detective Jeff DeVrieze, Detective Casey Jensen, and Detective Britt Jameson. Detective Raisbeck executed a search warrant on the man's semi-truck and located more evidence to add to the case.
- In early February, Detective Joe Roseman was monitoring inmate phone calls from the Muscatine County Jail and learned of a video that depicted an inmate committing sex acts with a child. Detective Roseman was able to track down the video through a search warrant. Detective Roseman has presented the case to the FBI and they have accepted it for federal prosecution.
- Detective Jeff DeVrieze helped the Animal Control Officer (Courtney Patel) on an Animal Neglect case. Detective DeVrieze was granted a search warrant, for a trailer in Fruitland, to allow Courtney to remove 42 dogs from unsanitary living conditions. The dogs were all taken in by the Muscatine Humane Society. Detective DeVrieze issued 84 citations to the two dog owners and gave them options for alternate housing.

- Detective Adam Raisbeck assisted the Animal Control Officer (Courtney Patel) in helping an elderly woman turn her 2 dogs over to the Muscatine Humane Society. Detective Raisbeck helped the elderly woman get services through Community Services that included medical attention and new living accommodations.
- Officer Mitchell Griffin was asked to provide a K-9 demonstration by a Calvary Church youth group (age of children attending ranged from 5-15 years of age). The goal of the interaction was to create a positive image of law enforcement for the children in attendance. The presentation was well received and Officer Griffin has been invited to be a part of future/similar events through the church. Officer Griffin is commended for his participation in an activity designed to enhance the department's standing within the community.
- Captain Tony Kies and Lieutenant Ryan Buss presented Code Blue program to the Rotary Club.
- Department wide training conducted for Mental Health and Mandatory Reporter for Child Abuse and Dependent Adult Abuse

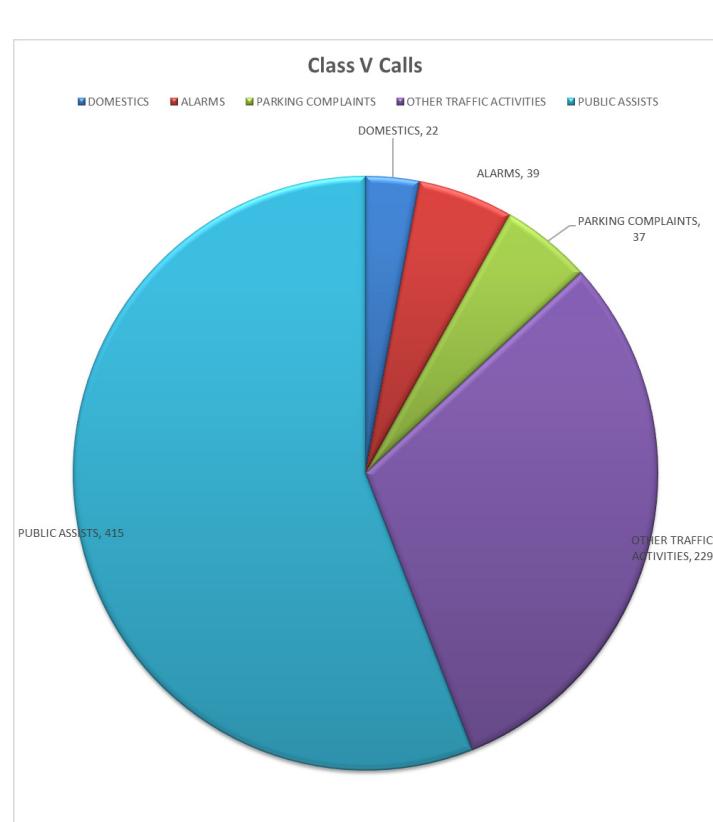
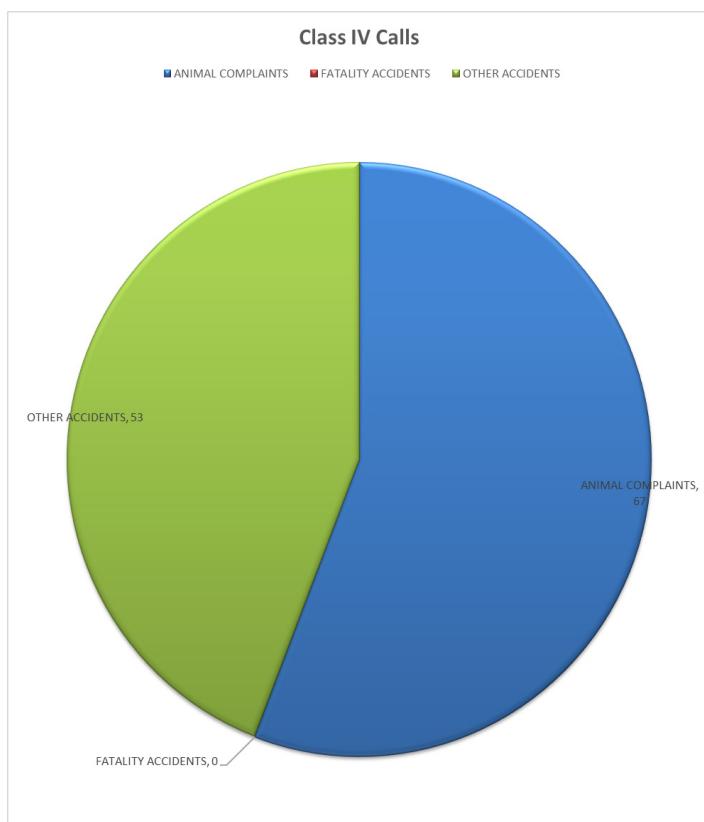
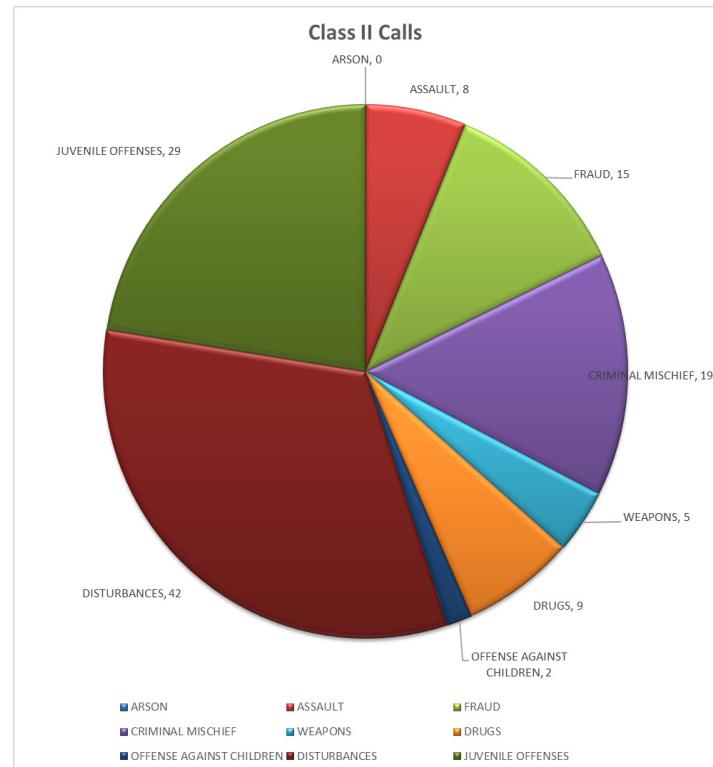
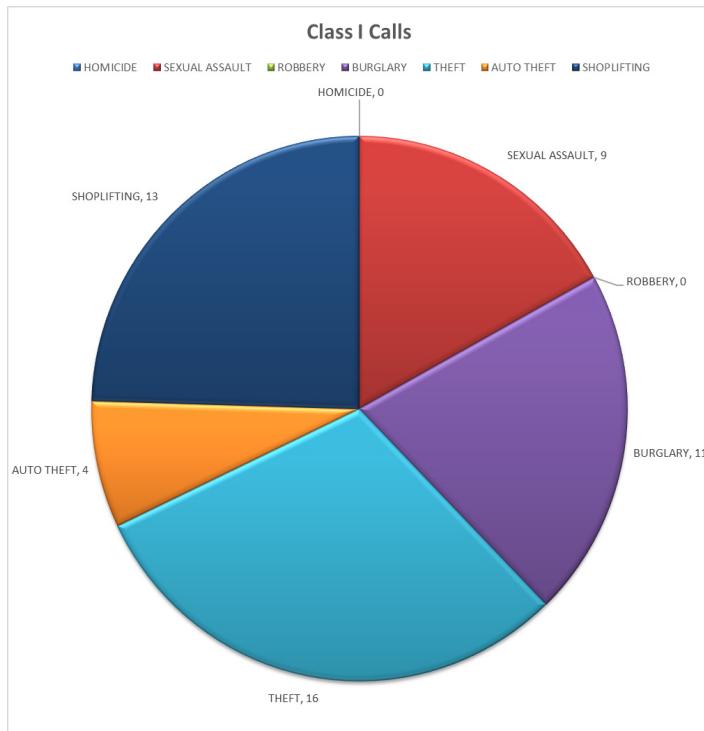
Staff Updates

- We have two police recruits in the Iowa Law Enforcement Academy (ILEA)

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	2022	0	0											0
	2021	0	0											0
SEXUAL ASSAULT	2022	4	9											13
	2021	3	4											7
ROBBERY	2022	0	0											0
	2021	0	0											0
BURGLARY	2022	16	11											27
	2021	14	16											30
THEFT	2022	16	16											32
	2021	23	15											38
AUTO THEFT	2022	2	4											6
	2021	6	5											11
SHOPLIFTING	2022	5	13											18
	2021	8	8											16
														Class I Total 96

ARSON	2022	0	0											0
	2021	0	0											0
ASSAULT	2022	9	8											17
	2021	7	4											11
FRAUD	2022	10	15											25
	2021	12	14											26
CRIMINAL MISCHIEF	2022	21	19											40
	2021	11	11											22
WEAPONS	2022	0	5											5
	2021	7	1											8
NARCOTICS/DRUGS	2022	6	9											15
	2021	7	15											22
OFFENSES AGAINST CHILDREN	2022	8	2											10
	2021	4	5											9
DISTURBANCES	2022	75	42											117
	2021	89	91											180
JUVENILE OFFENSES	2022	29	29											58
RUNAWAYS	2021	21	15											36
														Class II Totals 287

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

ANIMAL COMPLAINTS	2022	116	67									183
	2021	56	62									118
FATALITY ACCIDENT	2022	0	0									0
	2021	0	0									0
OTHER ACCIDENTS	2022	64	53									117
	2021	67	76									143
												Class IV Totals 300

DOMESTICS	2022	29	22									51
	2021	34	38									72
ALARMS	2022	25	39									64
	2021	17	12									29
PARKING COMPLAINTS	2022	55	37									92
	2021	237	114									351
OTHER TRAFFIC RELATED ACTIVITIES	2022	197	229									426
	2021	232	221									453
PUBLIC ASSISTS	2022	413	415									828
	2021	491	420									911
												Class V Totals 1461

OPERATING WHILE INTOXICATED	2022	4	3									7
	2021	4	6									10
TRAFFIC CITATIONS ISSUED	2022	98	163									261
	2021	166	130									296
ADULT ARRESTS	2022	93	90									183
	2021	100	118									218
JUVENILE ARRESTS	2022	13	8									21
	2021	5	5									10
TOTAL ARREST	2022	106	98	0	0	0	0	0	0	0	0	204
	2021	105	0	0	0	0	0	0	0	0	0	105

ADMINISTRATIVE	2022	373	316									689
	2021	232	289									521

*TOTAL REQUEST FOR POLICE	2022	1473	1360	0	0	0	0	0	0	0	0	2833
	2021	1578	1436	0	0	0	0	0	0	0	0	3014

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 am to 12 pm and 1 pm to 5 pm. There continue to be many requests to hold special events on public property. The complete special event listing can be found at our website. The annual Parks and Recreation Job Fair is scheduled for Saturday, March 12 from 10:00 am – 12:00 pm at the Muscatine Municipal Golf Course.

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	27 Reservations Taken in 2022
Riverview Center Reservations	35 Reservations Taken in 2022
Shelter Reservations	18 Reservations Taken in 2022
Dog Park Passes	52 Dog Park Passes Sold for 2022

Park Maintenance Division

Staff has been busy with winter equipment maintenance, building maintenance, aquatic center maintenance, and playground inspections and repairs. Staff has also been working on securing bids for the Southend Community Improvement Fund Projects. Staff also attended job fairs, and is actively recruiting seasonal staff for the upcoming season.

The fence on the basketball courts at 4th street Park was replaced, to help create higher visibility throughout the park. Work also continues on pruning and removing trees and stumps throughout our parks. The City of Muscatine received a \$5,000 Alliant Energy Branching Out grant through the Trees Forever organization.

Subject	Result
Seasonal Employee Recruitment	11 Seasonal staff hired

Cemetery Division

Greenwood Cemetery remains open to the public for walkers, bicyclists and the community's cemetery needs. The Cemetery Steps were closed in February due to the winter weather, and will re-open for public use when weather permits. Staff is also preparing for the Cemetery Spring Cleanup.

Subject	Result
Burials	4 Burials Took Place
Burial Spaces	1 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. Staff is preparing the operations for the 2022 season, and is looking into incorporating a marketing service to help market both the Boat Harbor and Marina operations.

Subject	Result
Long Dock Slips (48 Available)	0 Long Dock Slips Rented
Houseboat Dock Slips (8 Available)	0 Houseboat Slips Rented

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, BlastBall and the Walking Club. The 2022 Easter Egg Hunt is scheduled for Saturday, April 9 at 10:00 a.m. in Weed Park.

Subject	Result
Youth Program Participation	724 Participation occurrences in February
Adult Program Participation	1,320 Participation occurrences in February

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Parks and Recreation Department

Aquatics Division

Staff recruitment efforts for the 2022 season have begun. To date, five American Red Cross Lifeguarding courses have been scheduled in Muscatine for this year.

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. Biometric screenings are in the process of being scheduled.

Subject	Result
Participation	29 Participation occurrences in February

Kent Stein Division

KKent Stein Park remains closed until early April. Staff continues to make improvements to the Parks and its facilities for the upcoming season. Some of those tasks have been working on maintenance gates to the fields. Staff finished removing dead trees in the park. We are starting to receive our Recreational Bid supplies for the 2022 season. We are starting to clean up the park and work on small equipment needs.

We hired a new Athletic Field Specialist, please welcome Cody Hull to our team at City of Muscatine Parks and Recreation.

Soccer Complex Division

Soccer Complex remains closed until early April. We started to fill areas next to our new sidewalks and will continue as the weather allows us. We are starting to receive our Recreational Bid supplies from the successful vendors for the 2022 season. We are working on our winter maintenance on small equipment.

Soccer Events Division

The 26th Annual College Search Kickoff is scheduled to take place July 21st-24th, 2022 and registrations are currently underway. It is our hope to have 150 plus college coaches and 60 plus teams attend the event.

Subject	Result
College Coaches	16 College Coaches Registered
Soccer Teams	5 Teams Registered

Golf Divisions

The Muscatine Municipal Golf Course looks forward to 2022 being another great year. Season passes will be going on sale starting on March 1st, 2022. We are currently working on hiring staff for the 2022 season as well as finalizing plans for all the outings and special events to be held at the golf course. Equipment continues to be worked on in preparation for the upcoming season. A new mower is currently out to bid. The season opening day should be in mid-March.

Subject	Result
Outings	15 Outings Scheduled for 2022
Leagues	5 Leagues Scheduled for 2022
Season Passes	0 Season Passes Sold for 2022
Rounds	0 Rounds Played

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
PRINTED MATERIALS	2022	TOTAL TO DATE	2021
ADULT BOOK	3,214	25,676	3,052
YOUNG ADULT BOOKS	217	1,826	262
JUVENILE BOOKS	5,264	36,261	3,657
MAGAZINES	161	1,407	118
OTHER	31	240	24
RECORDED MATERIALS			
MP3 BOOKS	0	1	0
DIGI-BOOKS/PLAYAWAY	5	104	7
RECORDED BOOKS	230	1,806	221
CD's	312	2,249	255
ADULT KITS AND JKITS	7	25	6
A-V MEDIA			
EQUIPMENT	14	106	3
MICROFILM	0	4	0
VIDEOGAMES	113	796	57
DVDS	2,818	19,230	2,711
BLU-RAY	75	286	77
ONLINE			
INTERNET COMPUTER USAGE	514	4,059	411
WIFI USAGE	5,027	34,773	7,079
DATABASE USAGE	12,370	87,829	17,583
E AUDIO	411	3,540	429
E BOOKS	641	5,387	799
E MAGAZINES	257	1,984	223
E MUSIC/STREAMING	1,297	11,906	1,649
TOTAL CIRCULATION	32,978		38,623
PREVIOUS CIRCULATION	206,817		233,588
TOTAL CIRC. TO DATE	239,795		272,211

Circulation Statistics			
INTER-LOANS	2022	TOTAL TO DATE	2021
RS BORROWED	2,098	10,857	1,987
RS SENT	1,207	7,477	1,676
SILO BORROWED	0	36	7
SILO SENT	20	146	25
OCLC BORROWED	28	250	18
OCLC SENT	16	115	14
TOTAL	3,369		3,727
PROGRAMMING			
CHILDRENS PROGRAMS	37	224 In-person 5-virtual	18 virtual
CHILDREN PRG ATTEND.	887	7,033989 one minute 5,887 raw views	236 one minute, 1,368 raw views
TEEN PROGRAMS	1	2	1
TEEN PRG ATTENDANCE	8	20	25
ADULT PROGRAMS	1	12	1
ADULT PRG ATTENDANCE	9	236	5
TECHNOLOGY CLASSES	1	6	0
CLASS ATTENDANCE	1	6	0
BUILDING USAGE (WALK-IN)	6,160	67,590	6,429
MEETING ROOMS USAGE	638	4,677	168
REFERENCE			
REFERENCE QUESTIONS	221	2,225	99
TECHNICAL QUESTIONS	126	1,371	27
DIRECTIONAL QUESTIONS	148	1,622	18
TOTAL	495		144

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
EXAMS PROCTORED	0	0	0
NOTARY PUBLIC USAGE	21	93	8
GENEALOGY RESEARCHERS	2	33	2
GENEALOGY INTERLOANS	0	0	0
RESEARCH/OBIT REQUESTS	5	44	5
PHOTO PRINTS ORDERED	5	29	1

Database Usage			
	2022		2021
Ancestry Library Edition	278		107
Chilton	0		16
ContentDM Images	1,341		1,075
Gale	0		10
Gale Forms	1		0
Heritage Quest	36		116
Learning Express	0		0
Newspaper Archive	2,895		4,871
Newspaper.com Musc. Journal	2,161		3,618
New York Times	1,680	3,213	1,426
Niche Academy	57		25
Novelist	107		99
RefUSA	6		2
Sanborn Maps	171		61
Transparent Language	95		8
Value Line	3,545		4,362
TOTAL	12,370		17,583
	LIKES		
FACEBOOK	8,782		
	VISITS	UNIQUE VISITORS	
WEBSITE	10,575	10,081	
	FOLLOWS		
TWITTER	943		

Patron Statistics			
	ADDED	TOTAL	2021
Adult Residents	34	14,837	15,026
Computer Use Only	0	356	336
Juv Residents	17	2,493	2,439
IL (Contract)	4	676	683
Open Access	5	1,034	1,000
New Borrower	7	362	300
Other	2	170	166
TOTAL	69	19,928	19,950

Home Delivery Statistics			
(already included in circulation statistics)			
	2022	TOTAL	2021
Materials Circulated	137	1,009	121
Visits	42	313	32
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

Student Art Exhibition

March 10 - May 15, 2022



Featuring the work of
Muscatine Junior High & High School Students

Reception
Thursday, March 31st

5:00 to 6:30 p.m.
Celebrate the creativity of local students!
Light refreshments provided.
Free Admission

5:30 p.m. - Announcement of Local Winners!

In partnership with Muscatine Sister Cities
and Global Education at the Stanley Center,
five students will receive a cash prize for artwork
on the theme of "Sustainable Water for All."

Recepción
JUEVES, MARZO 31

5:00 - 6:30 p.m.
¡Celebra la creatividad del estudiantes locales!
Refrescos será proporcionado.
Entrada gratuita.

5:30 p.m. - La declaración
de los ganadores locales!

1314 Mulberry Avenue www.muscataineartcenter.org 563-263-8282

Tuesday - Friday 10 AM - 5 PM • Thursday until 7 PM • Saturday & Sunday 1 - 5 PM



Muscatine Art Center

Art Array 2022

On view at the Muscatine Art Center



Barbara Santucci, *She Waits*, batik

March 17 - May 29

Artists

Steve Banks
Karen Blomme
Karen Butler-Risus
Kay Flanders
Nathaniel Kraft
Sherry Maurer
Kimberlee Rocca
Michelle Servadio Elias
Laura Vincent-Arnold

Jeanne Bishop
Kent Broadbent
Cory Christiansen
Karen Jensen
Philip Laber
Denise Murphy
Barbara Santucci
Nancy Simpson
Peter T. Xiao

Judges

Jennifer Saintfort

Dawn Wohlford-Metallo

Reception: March 17, 5 to 6:30 p.m.

View this year's entries, meet some of the artists and judges, and find out who will win 1st, 2nd, and 3rd place awards. Free Admission!

Organized and sponsored by:



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 March is "Mini Masters", and the theme for April is "Poetry".

For Families

Kids Open Studio - March 26 & April 16, 1:30 - 3:30 p.m.

Let's get creative! Join Program Coordinator Katy in the studio for a Kids Open Studio! **Kids and their families can drop in anytime between 1:30 and 3:30 p.m. on the days above to try their hands at different crafts and art projects provided.** Registrations are not required for this free drop in workshop. Projects appropriate for ages 4 -14.

Easter Sugar Eggs - Saturday, April 9, 1:30 - 2:30 p.m.

Sugar eggs have been made for decades, though the history of the sweet Easter confection is relatively unknown. It consists of an egg-shaped shell made out of sugar that is decorated with frosting that is kept open to view a little scene made of frosting and other sweets. **Join Miss Julie to celebrate spring by making a sugary egg just in time for Easter.** Please register by April 7.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

For Adults

Rehabilitation of the historic Japanese Garden

THURSDAY, APRIL 7, 5:30-6:30 P.M.

2022 will be a transformational year for Laura Musser McColm's historic Japanese Garden. How did the Muscatine Art Center staff and board determine the scope of work for the garden? What steps will take place this spring, summer, and fall? How is the project funded? Muscatine Art Center Director, Melanie Alexander, will discuss the project goals and describe the roles of the individuals and companies involved. A question and answer session will follow.



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, April 10, 1:30 - 2:45 p.m.: Ocean Waves Watercolor

Living Proof Exhibit (LPE) Creative Sessions

Living Proof Exhibit provides the therapeutic benefits of the arts to those impacted by cancer. Each month LPE partners with different community organizations throughout the Quad Cities and beyond to bring free Creative Sessions to patients, survivors, families, and caregivers. Advanced registration required by calling the Muscatine Art Center at 563-263-8282 or online at livingproofexhibit.org/creative-sessions. Free of charge.

Thursday, April 14, 5:30 - 7:30 p.m.: Accordion Books with Megan Bishop

Scenes From February 2022

