

City of Muscatine Department Activity Report



September 2022

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

September is the time for the City to review its finances from the previous fiscal year (Fiscal Year 2021/2022) and assess revenues, expenses, and the City's financial position. In summary, the City ended the 2022 fiscal year in a good financial position with revenues over what was estimated and expenses under what was estimated.

This allowed the City to maintain its general fund balance (the main operating fund of the City) at 23.8%, which is above the minimum amount of 16.7%. A higher fund balance (25% or more) further adds to the financial stability of the City and allows more latitude in addressing revenue and expense fluctuations, enables us to be prepared for unforeseen situations such as disasters, and overall demonstrates credit worthiness of the City.

On the expense side, City departments did an excellent job of managing expenditures while maintaining and in some cases enhancing services. While the City is still taking a conservative approach to its budget, I feel very optimistic about the City continuing to provide a high level of service to our community in the coming year.

September also brought with it some changes to City policy.

The City Council adopted changes to the City's snow emergency ordinance. Starting this snow season, the City will declare a snow emergency when we become aware that we will need to plow streets. During the snow emergency period, parking will be prohibited on streets designated as snow emergency routes (a map is available on the City's website - search "snow plow



route map" and signage will be posted). This will allow snow plows to clear main streets quickly and move to the neighborhood streets. Once the City officially ends the snow emergency, cars can park again on these routes. More to come on this as the snow season approaches, so watch the City's website and social media pages!

The City Council also discussed the City's Capital Improvement Plan in September. This plan identifies City capital projects (physical facility projects in excess of \$25,000) for fiscal years 2024 - 2028.

The Plan serves as a tool for the City to schedule, plan, and execute needed public improvements over a five-year period. Examples of capital improvements include public facilities, streets, sewers, airports, and park and recreation facilities. Capital planning ensures we are prioritizing capital investments based on need, desire, and importance and within the City's financial constraints. You will hear more about these projects in the coming months.

As always, we are here to serve our community, so if you have any feedback or concerns for us you can email feedback@muscaticeiowa.gov, or you can click on the "Let Us Know" button on the City's main webpage and submit a request or concern.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Highlights of City Activity in September

Department of Administration - Presented 15 regular agenda items for consideration by City Council.

Department of Public Works – Ridership of Muscatine Bus continues at a high level with 9,580 rides in September 2022 compared to 7,775 in September 2021 and just slightly higher than August 2022 (9,527). The Bulky Waste curbside collection program had 380 stops in September with an average of 176 pounds of waste collected per stop.

Finance Department – Continued discussions with Springbrook about the cloud migration project; continued testing processes and procedures in the test database. "Go Live" was originally scheduled for October 1, date pushed back until October 31. Prepared all financial information requested by the Sewer Rate Study consultant; met with the consultant and other City staff for the initial meeting.

Community Development Department – The Community Director served as tour guide for the Chamber of Commerce as part of the Professional Developers of Iowa Conference. Tara Lussow was hired to fill the vacant Code Enforcement Officer position. A grant was submitted to the Iowa Finance Authority to support the construction of 6 new homes in the community.

Housing Agency – Two clean up briefings, the first step to receiving rental assistance, were held for the 204 families that did not attend the August briefing they were invited to. There were 31 attendees, 11 families attending briefings in August and September were issued vouchers. A separate briefing was held for 2 individuals experiencing homelessness.

Parks and Recreation Department – The month of September brought many special events to our park sites including: Food Truck Fight, Keep Muscatine Beautiful Almost Friday Fest, Barks and Brews Fest, Octobrewfest, Walk to End Alzheimer's, Winnebago Meetup, and Charlie Harper Memorial Bike Ride. Staff has also been working hard in closing down and winterizing the Muscatine Aquatic Center. The United Way Day of Caring took place on Wednesday, September 28, with Muscatine Power and Water employees helping to rebuild picnic tables, and members of Kent Corporation helping to remove trees and shrubs on the Muscatine riverfront levee.

Fire Department – Recruit Academy graduation occurred on September 2nd. Firefighter Aaron Meredith, Skylar Duncan, Chad Whitehall, and Marissa Janssen successfully passed the 4 week academy. Several fire department employees performed a stair climb at the PSB training tower in honor of 9/11. This included 26 flights up and down in our 3-story training tower. Firefighter Mason Tvers was sworn in by Mayor Brad Bark during the City Council meeting on September 15th.

Police Department – Lieutenant Ryan Buss held a Code Blue for the family of a young child that passed away. On September 14, 2022 Corporal Todd Koch observed several juveniles playing basketball at the Bloomington Lane courts. Cpl. Koch took the opportunity to play ball with the children allowing them to win. Cpl. Koch is commended for taking the initiative to create a positive law enforcement interaction with community youths.

Human Resources Department – The Human Resources Department participated in the hiring and onboarding processes for several new employees including Equipment Operators, Housing Specialist, Transit Driver, and Ambulance Attendants. With the impending retirement of Police Chief Brett Talkington, the HR Department is spearheading the process to recruit a new Chief. Applications have been accepted and the screening and hiring process will begin in October.

Muscatine City Council Highlights/Upcoming

September 1 Regular Meeting

- Public Hearing and First Reading on changes to UTV/ATV Ordinance.
- Proclamation for National Direct Support Professionals Recognition Week.
- Second Reading on changes to Snow Emergency Ordinance.
- Resolution approving development agreement with Kent Corporation.
- Request to approve development agreement with Muscatine Downtown Investors LLC

September 8 In-Depth Meeting

- Capital Improvement Plan update
- Updates on Rules for Procedures of City Council.
- Overview of Live Muscatine.
- Solsmart Program
- Proposed Baseball/Softball Complex

September 15 Regular Meeting

- Setting Trick-or-Treat hours.
- Swearing in of Firefighter Mason Tvers
- Third and Final Reading on changes to Snow Emergency Ordinance.
- Second reading on changes to All-Terrain Vehicle Ordinance.
- Resolution adopting changes to the Rules of City Council.

October 6 Regular Meeting

- Public Hearing for Environmental Information for Phase 6 of the West Hill Sanitary and Storm Sewer Separation Project.
- Request to approve a Docking Agreement with American Queen Voyages.
- Third and Final Readiing on changes to the All-Terrain Vehicle Ordinance.

October 13 In-Depth (Study) Meeting

- Budget Basis Financial Overview Presentation for Fiscal Year ending June 30, 2022.
- Presentation on CRR and FD Explorer Programs.
- Update on ARPA Funds and obligation of Second Traunch.
- Overview of Nuisance Abatemenet Program.

October 20 Regular Meeting

- Public Hearing and Resolution for Bike and Pedestrian Plan
- Public Hearing and Resolution on Capital Improvement Plan 2024-2028
- Public Hearing and Resolution for vacating a trail and utility easement
- Public Hearing and Resolution on the Community Needs Assessment and Proposed Application for Community Development Block Grant Downtown Revitatlization Program funds.
- Fiscal Year Annual Financial Report to State
- Annual Urban Renewal Report
- Assessments to Private Properties
- Update on West Hill Project/Grandview Project

November 3 Regular Meeting

- Resolution authorizing internal transfer of funds for Tax Incremenet Projectcs
- Annual Tax Incremenet Financing Rebate Obligations
- Resolution adopting Council Goals

November 10 In-Depth Meeting

- Water/Sewer Service to unserv3d areas
- Overview of Art Center Institutional Plan
- Possible changes to parking system
- Pollinator Program

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

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.

September Highlights

- Presented 15 regular agenda items for consideration by City Council.
- Assisted in the preparation and presentation of five topics during the in-depth meeting including the GMCCI Live Muscatine Program, changes to the Rules of Council, draft of the Capital Improvement Plan, Muscatine School District plans for a baseball/softball complex at Kent Stein Park, and a presentation on SolSmart.
- Responded to numerous citizen and City Council requests and concerns.

Department of Administration | Human Resources Division

September Highlights –

- The Human Resources Department participated in the hiring and onboarding processes for several new employees including Equipment Operators, Housing Specialist, Transit Driver, and Ambulance Attendants.
- With the impending retirement of Police Chief Brett Talkington, the HR Department is spearheading the process to recruit a new Chief. Applications have been accepted and the screening and hiring process will begin in October.
- All open positions are posted online and can be found at <http://www.muscatineiowa.gov/1598/Career-Center>. One hundred eighteen applications were received in September.
- Close to completion is completion of an updated personnel policy handbook and safety policy review. These activities are expected to be complete in the next 30.



- City employees have completed a total of 107 online training sessions utilizing the updated safety training software.

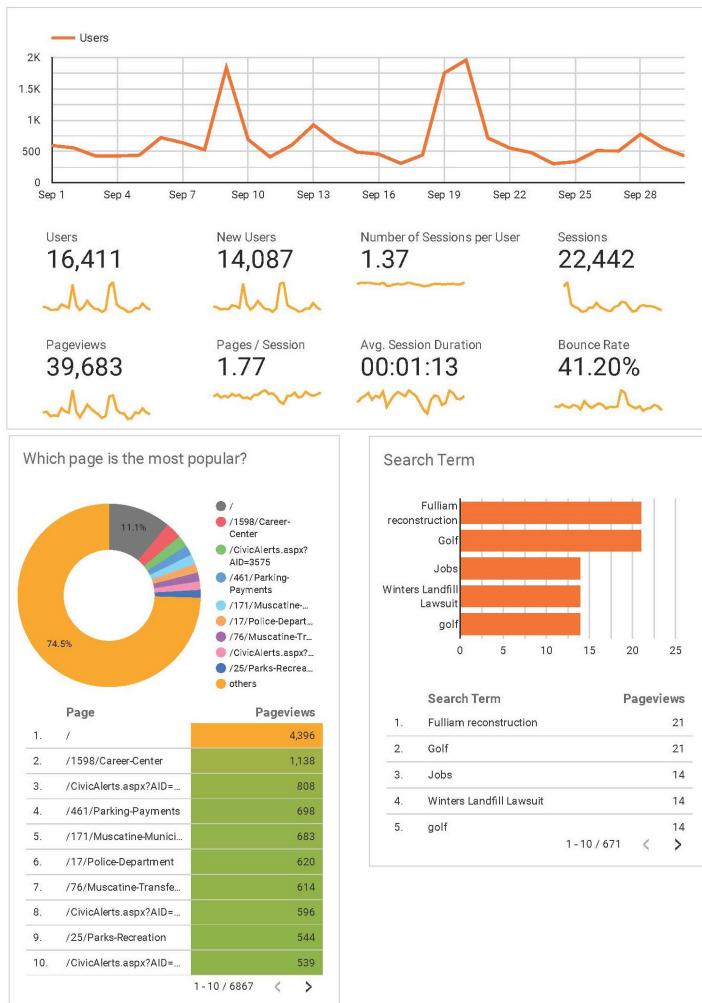
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

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.

September Highlights

- Project lead in the implementation of new See-Click-Fix, an app that will enable better two-way communication with citizens.
- Continued preparation for the redesign of the City of Muscatine website.
- Continued monitoring for updates to Civic Clerk and implementation of those updates.
- A total of 32 press releases were produced and distributed to media and Notify Me subscribers.



- Hosted four GoToMeeting virtual meetings for various departments.
- Created 174 social media posts (72 Facebook, 3475 Instagram, 51 Twitter, 1 LinkedIn, and 3 YouTube).
- Three "Muscatine In Focus" presentations.
- Ended the month of September with 9,419 (+57 from end of August) followers on Facebook, 1,502 (+9) on Instagram, 1,532 (-3) on Twitter, 411 (+2) on YouTube.
- Additionally, Muscatine Communication YouTube has 56 followers, Muscatine Fire YouTube 44, Muscatine In Focus YouTube 33, Muscatine In Focus Facebook 71, and Our City Facebook 1,176.



Impressions - 10,213
People reached - 9,873
Engagement - 481

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Administration | Finance Division

Activity Summary Report

	July 2022	August 2022	Sept. 2022	October 2022	Nov. 2022	Dec. 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	FY Total
Accounts Payable Checks and ACH Payments	666	567	552										
Payroll Checks and Direct Deposits	883	848	1174*										
Accounts Receivable Invoices Sent	193	284	222										
Finance Cash Register Transactions	396	745	417										
Housing Receipt Transactions	194	217	211										
Purchase Orders Processed	270	322	256										

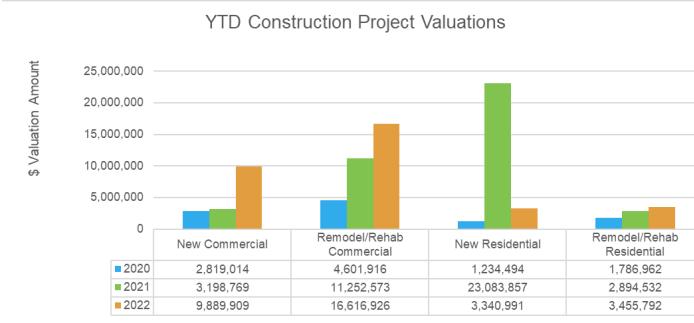
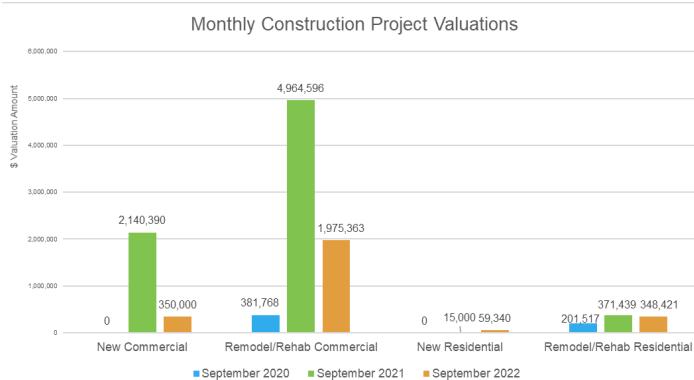
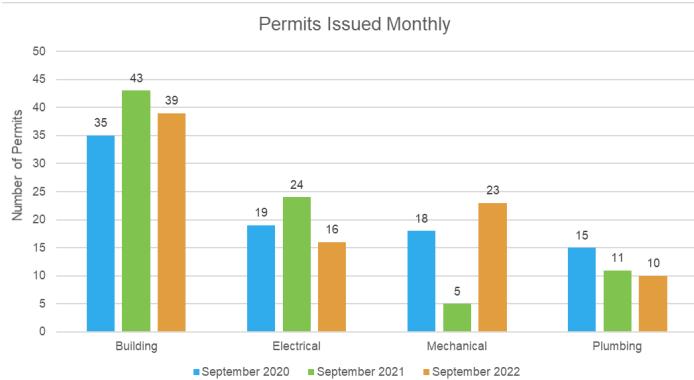
* Payroll checks and direct deposits for September 2022 included 3 payrolls.

Department highlights for the month of September:

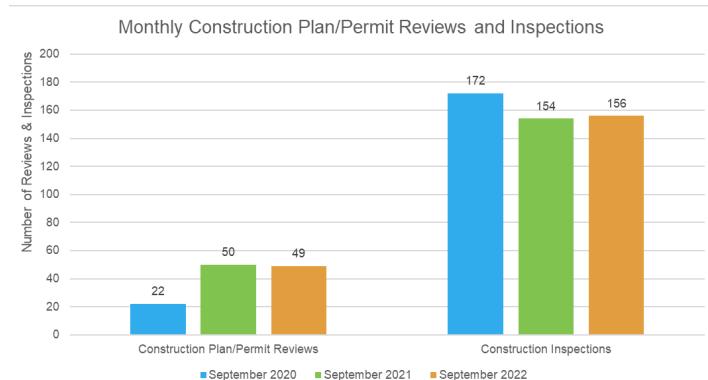
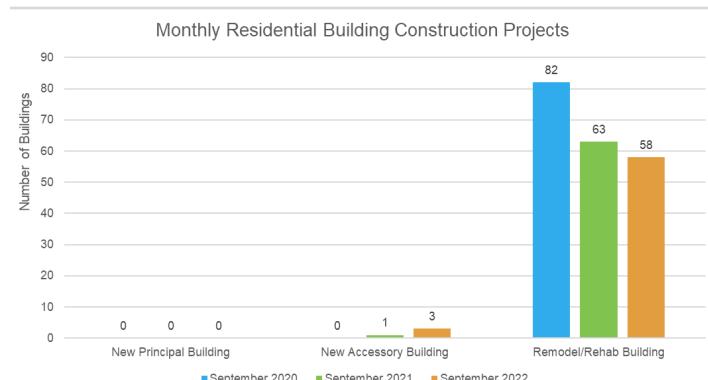
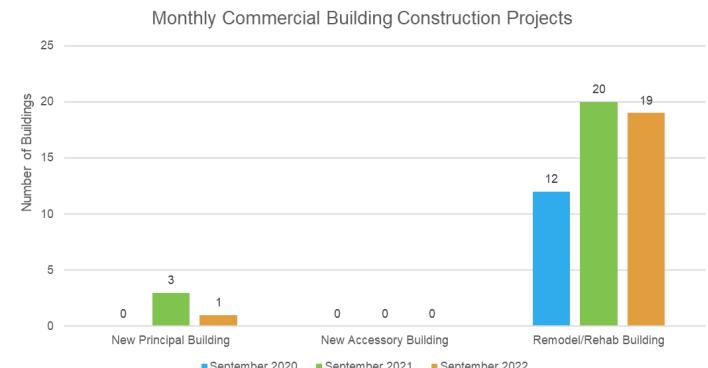
- Continued submitting information to the State for FEMA grant reporting and responding to requests for additional information (Finance Director and Accounting Supervisor)
- Continued preparing City audit working papers
- Auditors on-site September 12-14, 2022. Provided all information requested by auditors.
- Prepared final annual financial statements for auditor review.
- Continued preparing Hershey Manor audit working papers and financial report. Worked with auditors remotely for sample selections and submitted all documentation electronically for audit. Auditor on site for compliance review September 1.
- Continued discussions with Springbrook about the cloud migration project; continued testing processes and procedures in the test database. "Go Live" was originally scheduled for October 1, date pushed back until October 31.
- Finance staff had initial meeting with MPW on their CIS conversion project. MPW invoices the City charges will have a new look. MPW customer accounts will be updated with new account numbers and new options for payments. These discussions with MPW staff will continue until they go live in December.
- Prepared all financial information requested by the Sewer Rate Study consultant; met with the consultant and other City staff for the initial meeting.
- Set up the IonWave (electronic bid) demonstration for staff involved in bidding contracts, equipment, and other goods and services.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Community Development

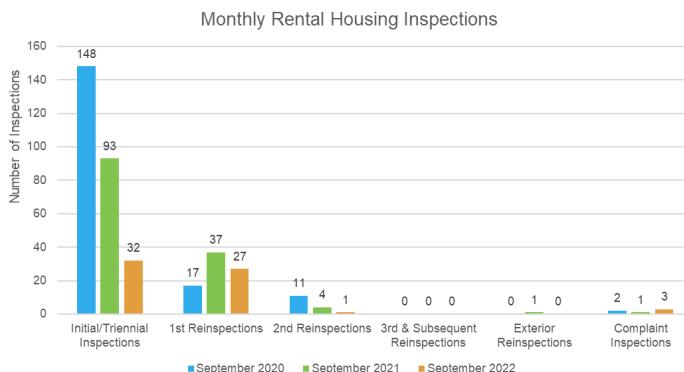


- Principal Building defined as the construction of new building on a previously vacant lot/parcel.
- Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.
- Remodel/Rehab defined as buildings undergoing any alterations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

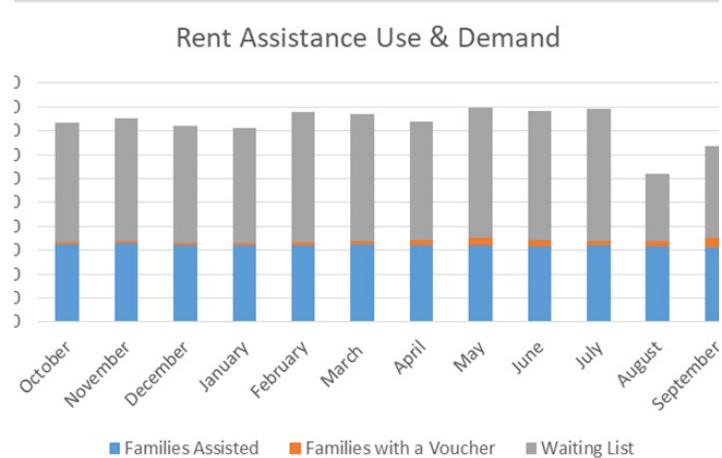


Department of Community Development

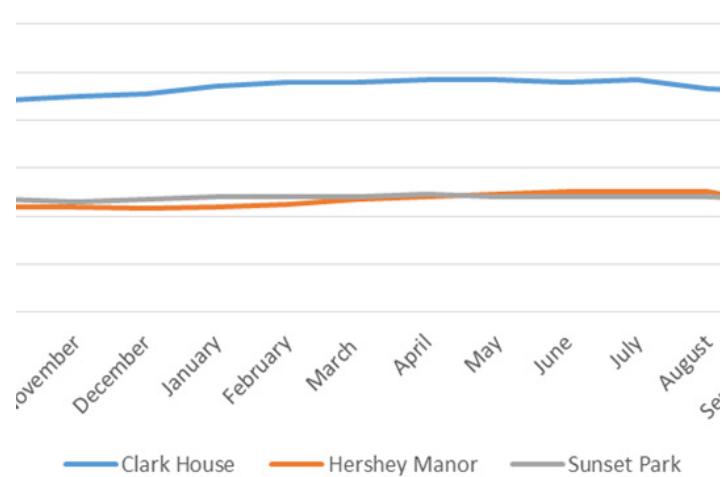
- The Community Director served as tour guide for the Chamber of Commerce as part of the Professional Developers of Iowa Conference.
- Tara Lussow was hired to fill the vacant Code Enforcement Officer position.
- A grant was submitted to the Iowa Finance Authority to support the construction of six new homes in the community.
- Issued the Certificate of Occupancy for Colorado Lofts, adding 52 units of senior housing to the inventory.
- The next Capital Improvement Plan was presented to Council.

Muscatine Municipal Housing Agency

- Hired an additional Housing Specialist, Elibeth Cruz, to support the Family Self-Sufficiency Program.
- Four Step Ahead (renter education) classes were held for 109 families on the public housing and Voucher waiting lists.
- Three first-time homebuyers attended the Homebuyer Education Course and are currently looking for a home.
- Two clean up briefings, the first step to receiving rental assistance, were held for the 204 families that did not attend the August briefing; they were invited to. There



Housing Units Occupied



were 31 attendees, 11 families attending briefings in August and September were issued vouchers. A separate briefing was held for 2 individuals experiencing homelessness.

- Contractors have begun ordering supplies for the Hershey Manor HVAC replacement.
- Paid \$141,480 to private landlords and utilities on behalf of assisted clients
- \$5,060 was deposited into escrow accounts for families working toward self-sufficiency
- Earned \$18,041 in administrative fees based on the 84% proration of fees earned
- Unfortunately the occupancy rate has dropped, especially at Clark House and Hershey Manor. This will likely continue for the next month or two as the new tax credit projects come on-line.

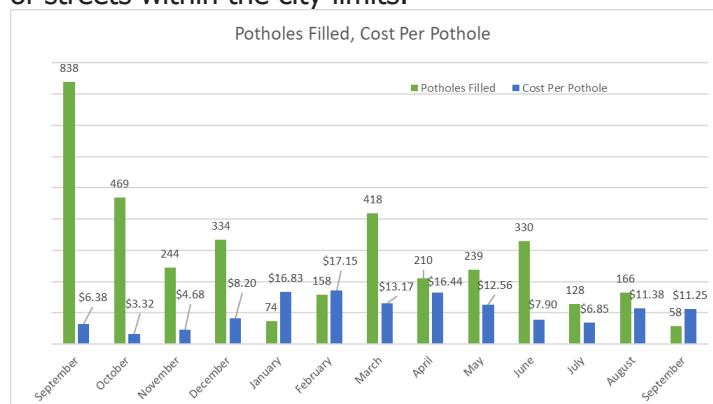
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

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. Beginning in April of 2022, we began tracking pavement repairs separately from potholes. This has lowered the pothole numbers as many of them were previously counted in larger pavement patches.

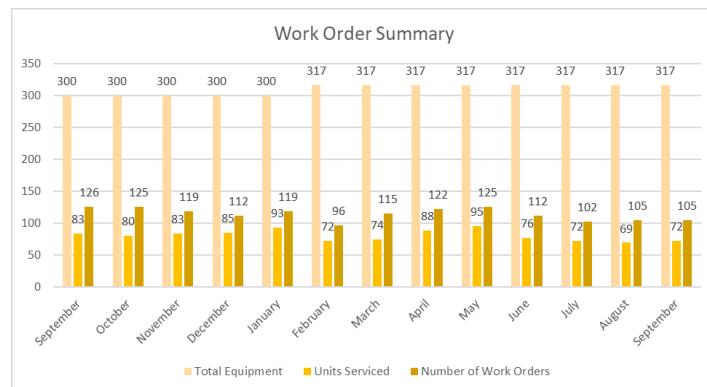
Building and Grounds Activities:

This month in addition to their regular duties including cleaning, plumbing, electrical, HVAC work, supply ordering and delivery, and other regular repairs, staff have completed multiple projects including: took delivery, assembled new, and switched out the city council chairs at City Hall; primed and painted the former Morgan Trucking building in the lower lot at Public Works; installed Wi-Fi hot spots, moved the stage twice, ground stumps, hauled wood chips away, backfilled and seeded areas at the Art Center; oversaw installation of a new flag pole, replaced the hose tower light switch, fabricated, welded, painted and installed a mid-rail on

the patio, cut a hole and installed new water and drain lines and moved the washer and dryer from the basement to the Fire Department living quarters at the Public Safety Building; rebuilt the riding lawn mower, fixed the on-demand water heater, installed water and drain lines and electrical circuits for the commercial gear washer at the South Fire Department. In addition, staff moved and took photos of items for the upcoming surplus auction. They also cut keys and repaired locks for other departments at multiple buildings. 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.

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.

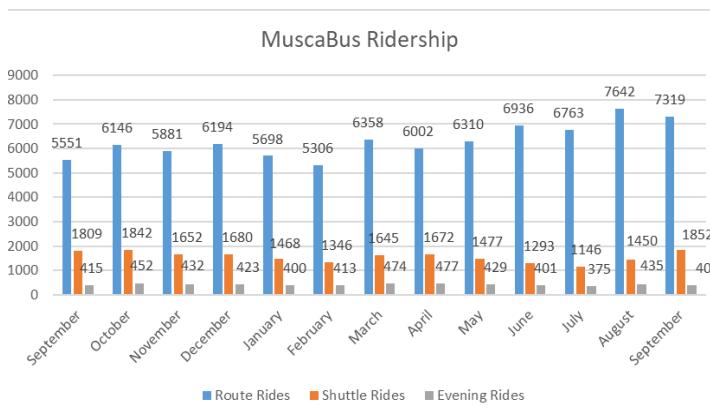


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

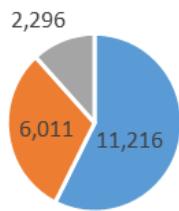
Transit Summary of Operations:

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

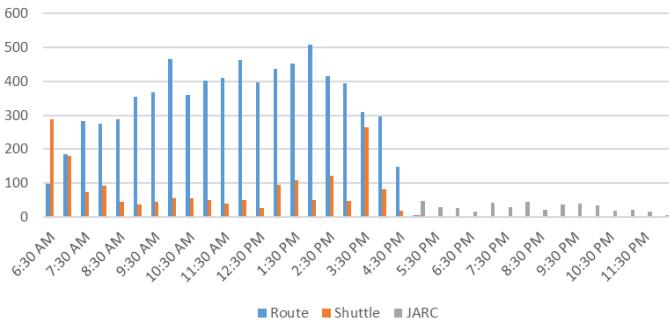


September Miles Driven

■ Route Miles ■ Shuttle Miles ■ Evening Miles



September Average Ridership by Time of Day

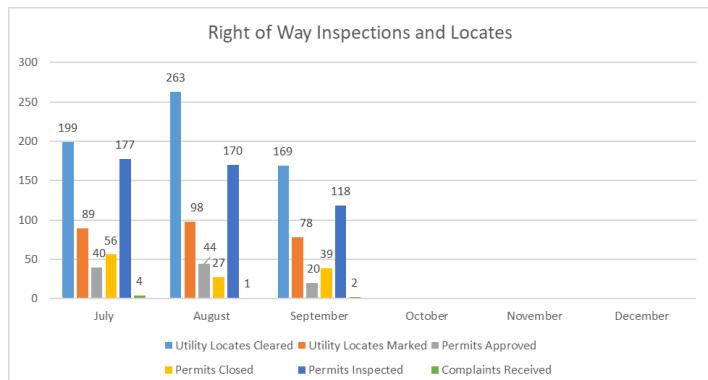


Engineering Division Report:

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

Project Name	Project Start	Percent Complete	Project Notes
67th Street Sidewalk	September 2022	0%	Project Grading
Grandview Reconstruction	May 2021	89%	Paving intersections and sidewalks
West Hill Sewer Separation Phase 5	April 2021	55%	Sewer on Climer and Lucas
Park Avenue 4 to 3 lane	March 2021	99%	Punch List
2nd Street Streetscape	March 2021	99%	Punch List

The following chart describes the monthly activities of the Right of Way Inspector:

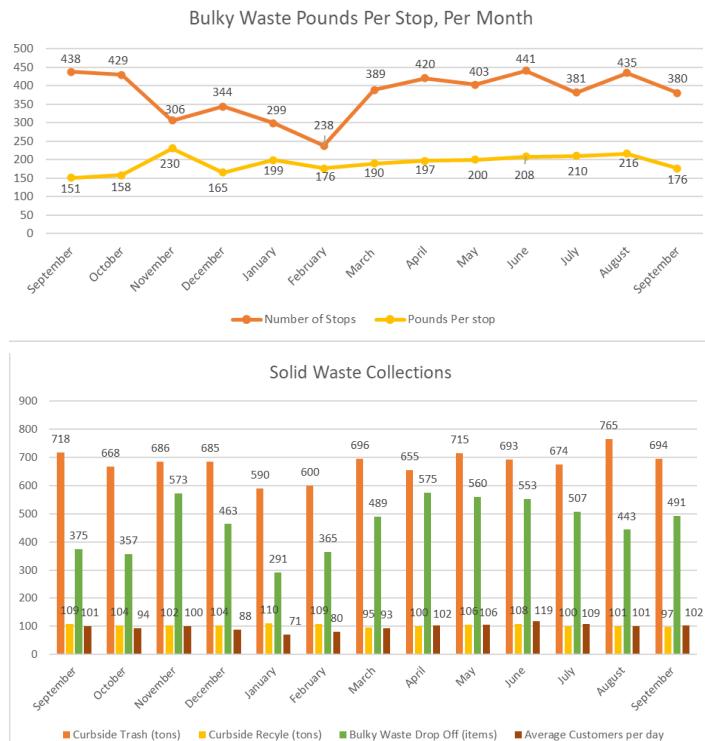


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Department of Public Works

Solid Waste Division Report:

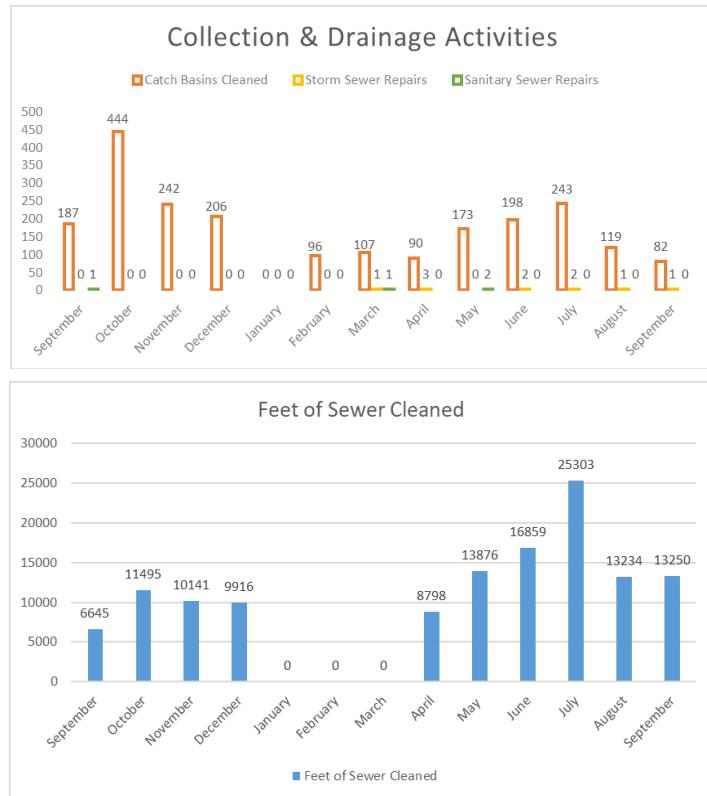
The Solid Waste Division consists of activities related to refuse collection, transfer station, compost site, and landfill, as well as overseeing the contracted recycling collection.



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.

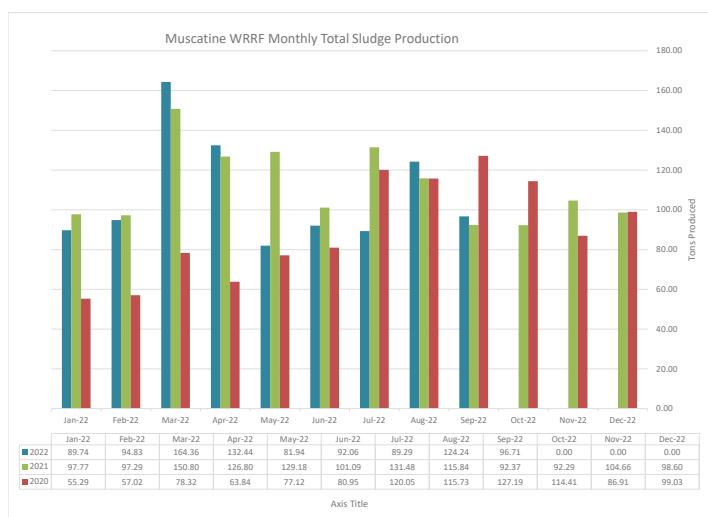
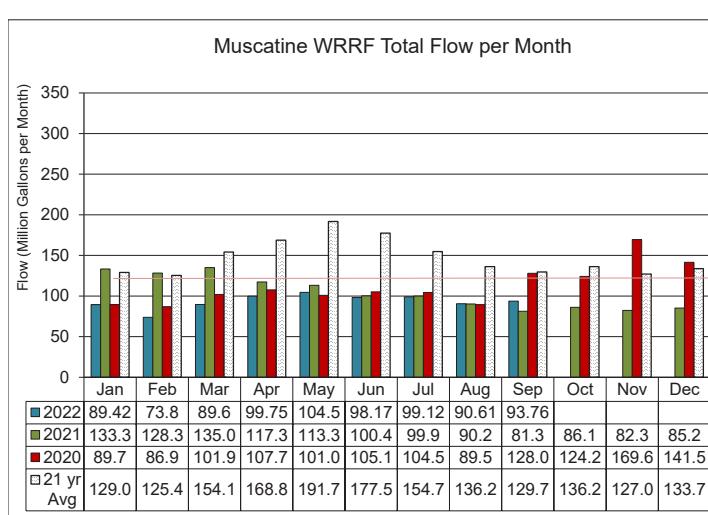
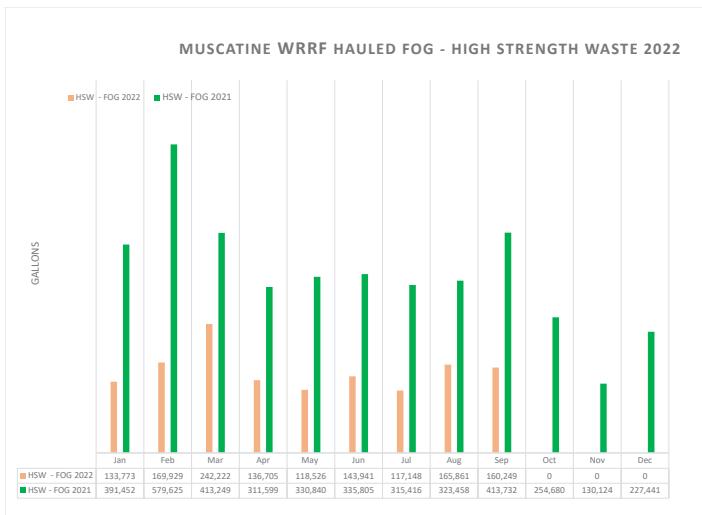
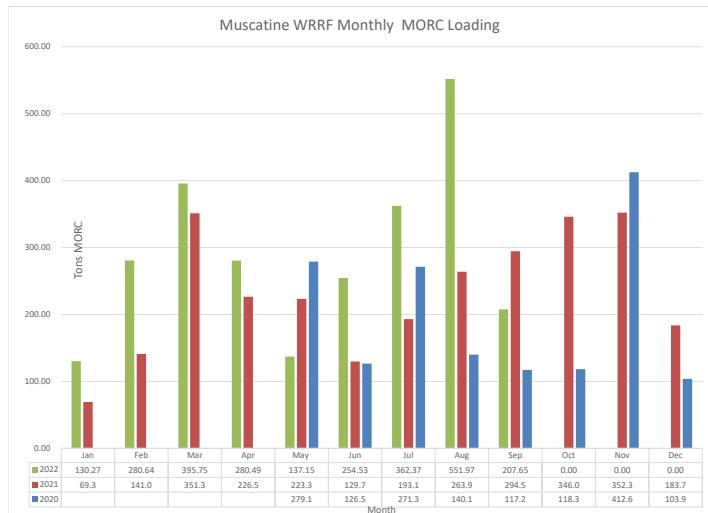
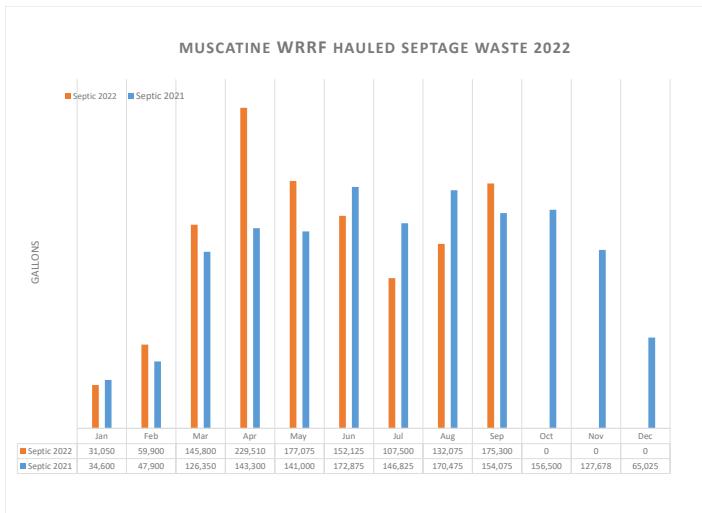
Collection & Drainage Division Report:

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.



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

September 2022 Highlights

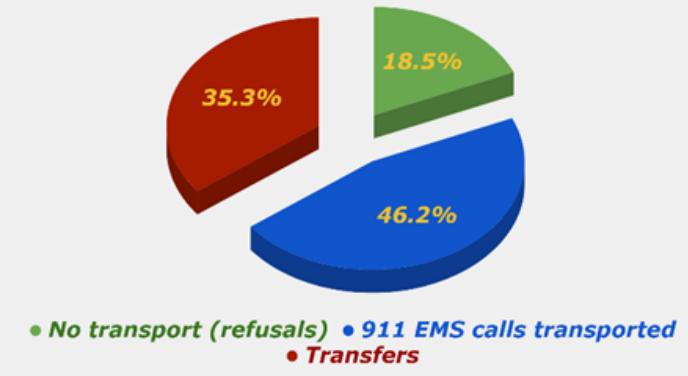
- FMoment of Silence for 9/11 was held on September 11th at the PSB memorial site.
- Moment of Silence ceremony was held on September 14th at the PSB memorial site for observing the Line of Duty Death (LODD) of Firefighter Mike Kruse.
- Civil Service Promotional applications were open for the positions of Lieutenant, Captain, and Battalion Chief. Promotional assessment center testing will occur in October.

Staff Updates & Kudos

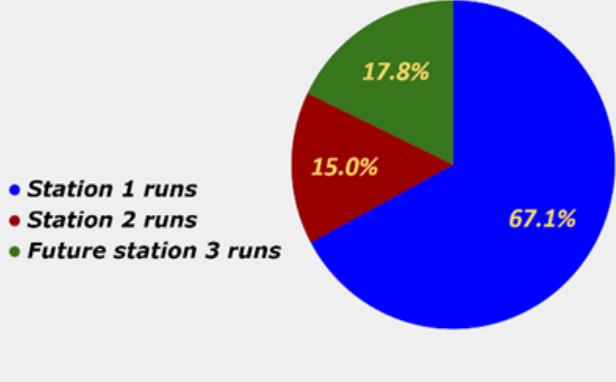
- Recruit Academy graduation occurred on September 2nd. Firefighter Aaron Meredith, Skylar Duncan, Chad Whitehall, and Marissa Janssen successfully passed the 4 week academy.
- Several fire department employees performed a stair climb at the PSB training tower in honor of 9/11. This included 26 flights up and down in our 3-story training tower.
- Firefighter Mason Tvers was sworn in by Mayor Brad Bark during the City Council meeting on September 15th.



EMS Call Types - September 2022



Calls per Coverage Area - September 2022



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Fire Department

Demand for Services / Response Activity

	Avg. Per Day	Monthly Totals	YTD Totals
Fire Responses	2.23	67	620
911 EMS Responses	9.43	283	2,580
Out of Town Transfers	4.40	132	972
Local Transfers	0.57	17	119
Total Responses	16.63	499	4,291
	Avg. Per Day	Monthly Totals	YTD Totals
Urban Response Time		9.9%	92.7%
Goal - 90% within 9 min or less			
Rural Response Time		93.5%	95.4%
Goal - 90% within 15 min or less			

Staff Training

Type	Monthly	YTD
Recruit /Probationary	169.55	1,581.8
Fire Suppression	40.15	1,929.35
EMS / Medical Related	33.75	1,280.5
Technical/Rescue	62	1,374.55
Driver/Operator	7	222.3
Professional Development/Leadership	18.45	359.05
Paramedic Program	432	2,144
Totals	762.9	8,891.55

Vehicle & Equipment Maintenance

	Monthly	YTD
Fire Vehicle Miles Driven	2,927	29,451
Ambulance Miles Driven	13,487	106,852
Total Miles Driven	16,414	136,303
Work Orders Completed (PPE,Vehicles,Equip.)	43	479
Gallons of Diesel Fuel Dispensed	443.40	4,079.80
Gallons of Gasoline Dispensed	1,563.00	13,674.80
Total Gallons of Fuel Dispensed	2,003.40	17,751.60

Prevention, Education and Outreach

	Month	YTD		Month	YTD
Fire Inspections	13	149	Plan Reviews/Site Visits	29	182
Fire Reinspections	15	102	Fire Investigations	5	48
Educational Events	4	32	Permits Issued	39	1,045

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

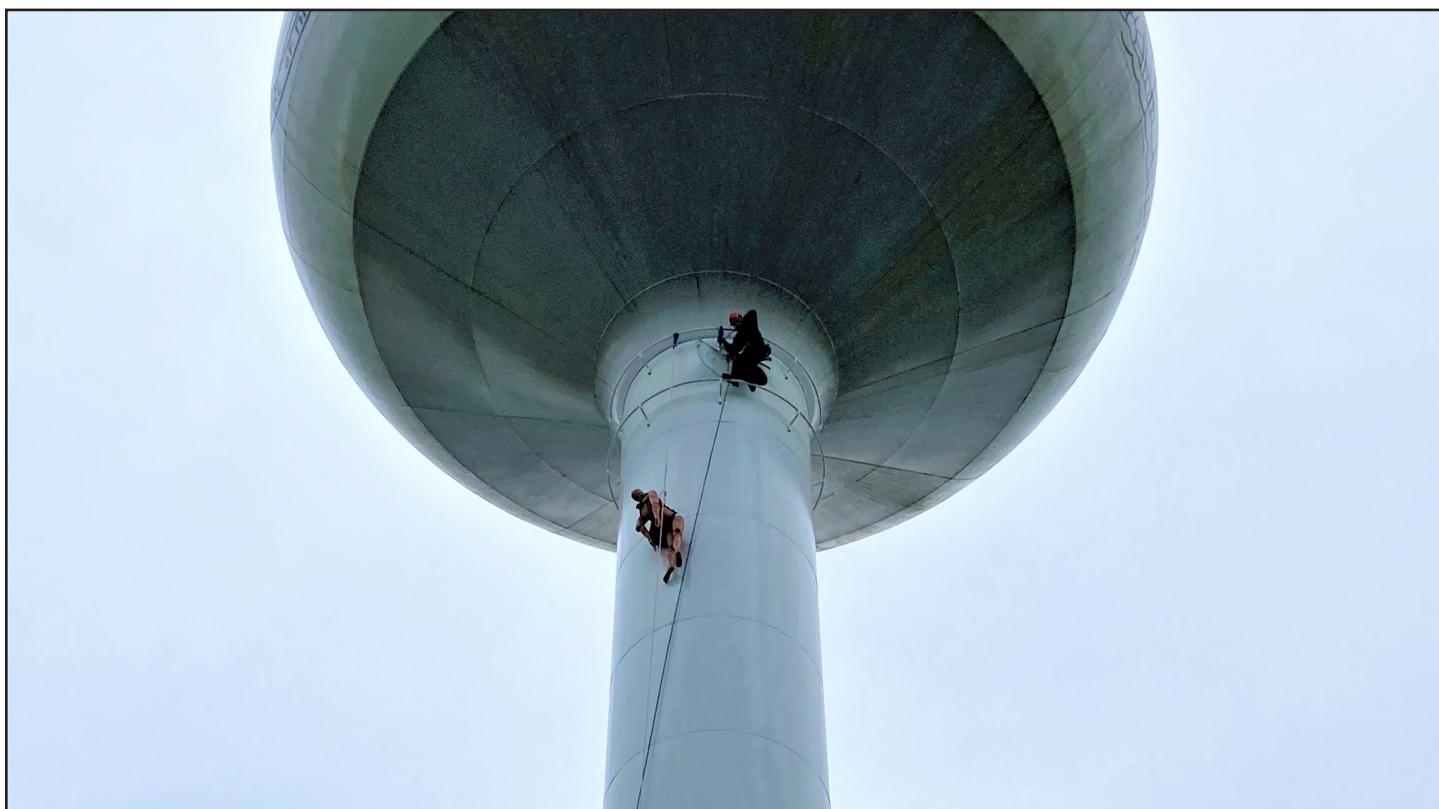
September Highlights

- The PD hosted our monthly Coffee with a Cop at Coffee Belt.
- On September 8, 2022 Detective Jeff DeVrieze helped out Animal Control Officer (ACO) Courtney Patel on an animal neglect case by getting a search warrant to remove several cats from a house. Det. DeVrieze, Officer Mitchell Griffin, and ACO Courtney executed the search warrant in abhorrent conditions.
- On September 13, 2022 Detective Joe Roseman and Detective Anthony Arnaman located and arrested a male with a federal warrant for Attempted Coercion and Enticement of a Minor. They spent several hours over three days doing surveillance at the request of the FBI.
- On September 14, 2022 Detectives Jeff DeVrieze, Casey Jensen, Adam Raisbeck, Britt Jameson, and Nicole Sink went to Davenport to serve a residential search warrant that was part of a SCU Ongoing Criminal Conduct and Forgery case. Five people have been arrested or have arrest warrants as a result of the Street Crimes Unit (SCU) investigation.
- Lieutenant Ryan Buss held a Code Blue for the family of a young child that passed away.

- On September 14, 2022 Corporal Todd Koch observed several juveniles playing basketball at the Bloomington Lane courts. Cpl. Koch took the opportunity to play ball with the children allowing them to win. Cpl. Koch is commended for taking the initiative to create a positive law enforcement interaction with community youths.

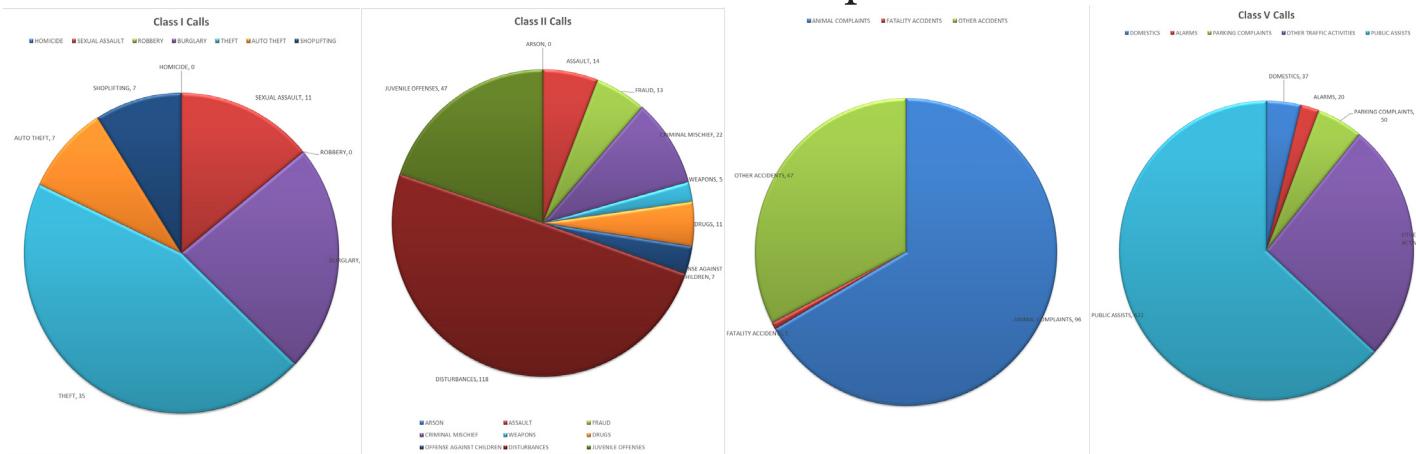
Staff Updates

- Police recruit Ashley Hahnbaum is currently attending the Cedar Rapids Police Department Academy. She has one week left of training.
- The department is currently down two (2) officers.

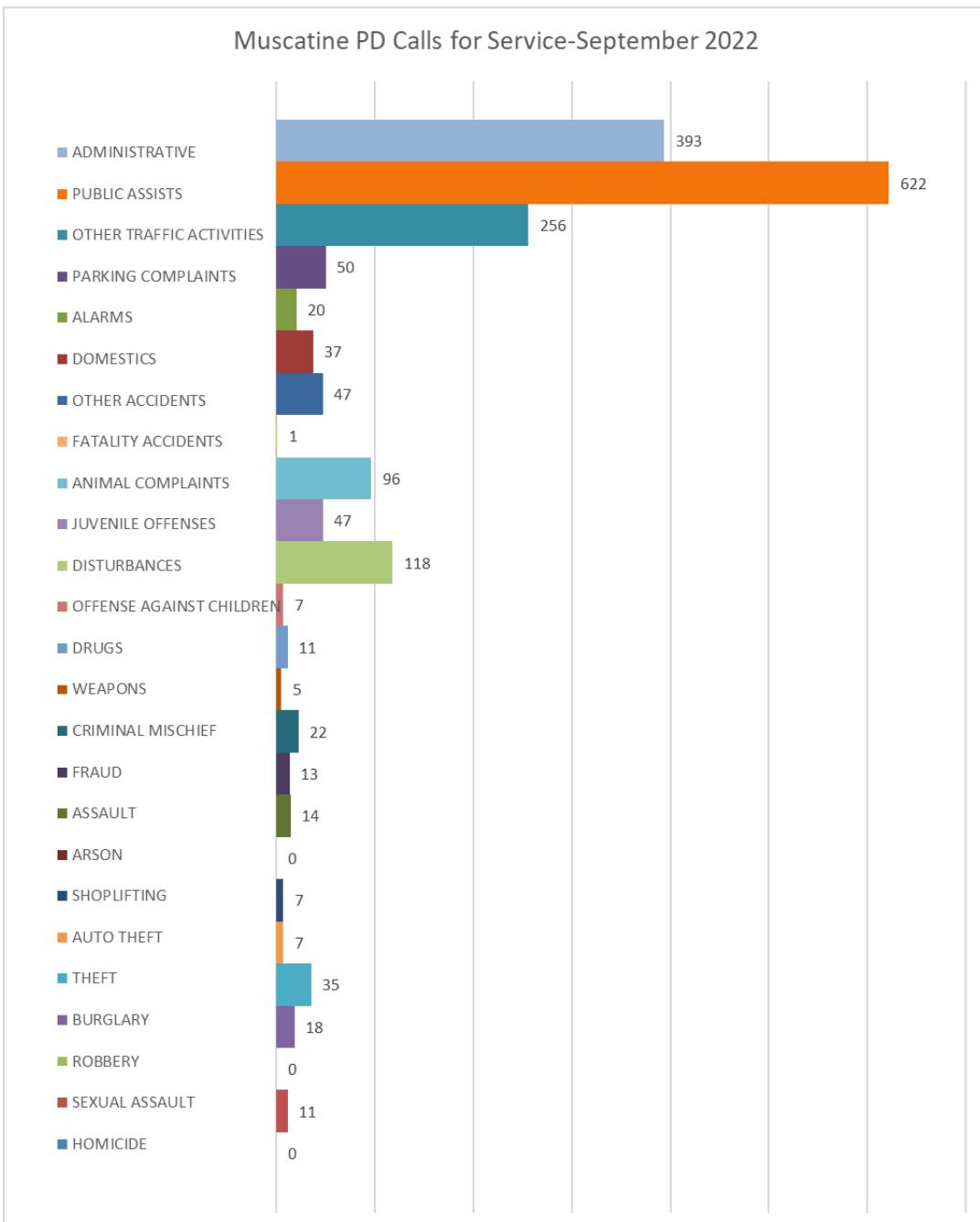


REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department



Muscatine PD Calls for Service-September 2022



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	0	0	0	0	0	0				0	
	2021	0	0	0	0	0	0	0	0	0				0	
SEXUAL ASSAULT	2022	4	9	9	3	7	12	4	7	11				66	
	2021	3	4	5	14	8	6	11	9	3				63	
ROBBERY	2022	0	0	0	0	0	1	0	0	0				1	
	2021	0	0	0	0	0	0	0	0	0				0	
BURGLARY	2022	16	11	24	41	25	26	18	31	18				210	
	2021	14	16	14	21	28	27	26	18	17				181	
THEFT	2022	16	16	25	18	25	36	36	32	35				239	
	2021	23	15	30	27	23	37	33	39	17				244	
AUTO THEFT	2022	2	4	9	14	6	5	10	4	7				61	
	2021	6	5	3	6	5	7	10	7	4				53	
SHOPLIFTING	2022	5	13	17	10	11	9	16	18	7				106	
	2021	8	8	12	11	8	8	6	8	9				78	
														Class I Total	683

ARSON	2022	0	0	0	0	0	0	0	0	0				0	
	2021	0	0	0	0	0	0	0	0	0				0	
ASSAULT	2022	9	8	15	25	14	29	18	21	14				153	
	2021	7	4	18	10	8	18	14	17	13				109	
FRAUD	2022	10	15	11	12	6	12	25	19	13				123	
	2021	12	14	18	22	15	19	16	19	12				147	
CRIMINAL MISCHIEF	2022	21	19	17	25	22	36	22	22	22				206	
	2021	11	11	11	15	26	35	21	20	25				175	
WEAPONS	2022	0	5	2	4	10	5	4	4	5				39	
	2021	7	1	3	5	5	1	5	7	13				47	
NARCOTICS/DRUGS	2022	6	9	15	9	13	11	9	8	11				91	
	2021	7	15	4	13	9	13	14	14	14				103	
OFFENSES AGAINST CHILDREN	2022	8	2	6	6	9	5	9	8	7				60	
	2021	4	5	8	10	7	10	8	5	11				68	
DISTURBANCES	2022	75	42	111	118	122	134	191	139	118				1050	
	2021	89	91	112	103	114	189	185	109	99				1091	
JUVENILE OFFENSES	2022	29	29	38	64	47	39	32	45	47				370	
RUNAWAYS	2021	21	15	43	31	28	32	56	41	39				306	
														Class II Totals	2092

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Police Department

ANIMAL COMPLAINTS	2022	116	67	120	99	99	126	122	115	96			960
	2021	56	62	82	80	72	84	77	95	99			707
FATALITY ACCIDENT	2022	0	0	0	0	0	0	0	0	1			1
	2021	0	0	0	0	2	0	0	0	0			2
OTHER ACCIDENTS	2022	64	53	59	68	57	69	68	62	47			547
	2021	67	76	49	36	58	60	58	68	69			541
												Class IV Totals	1508

DOMESTICS	2022	29	22	36	31	47	51	53	46	37			352
	2021	34	38	33	48	41	48	53	52	60			407
ALARMS	2022	25	39	20	13	22	24	25	22	20			210
	2021	17	12	15	13	16	24	26	25	20			168
PARKING COMPLAINTS	2022	55	37	49	57	44	71	55	41	50			459
	2021	237	114	69	49	35	48	52	41	48			693
OTHER TRAFFIC RELATED ACTIVITIES	2022	197	229	278	186	267	242	352	275	256			2282
	2021	232	221	303	244	276	231	261	266	286			2320
PUBLIC ASSISTS	2022	413	415	484	544	597	511	618	664	622			4868
	2021	491	420	446	492	569	532	538	541	505			4534
												Class V Totals	8171

OPERATING WHILE INTOXICATED	2022	4	3	5	6	3	8	6	6	4			45
	2021	4	6	5	5	9	6	7	6	8			56
TRAFFIC CITATIONS ISSUED	2022	98	163	189	146	175	120	151	181	152			1375
	2021	166	130	165	140	182	170	165	176	185			1479
ADULT ARRESTS	2022	93	90	117	105	112	99	120	119	106			961
	2021	100	118	86	110	128	106	131	108	96			983
JUVENILE ARRESTS	2022	13	8	10	12	6	20	5	17	19			110
	2021	5	5	9	15	9	6	14	8	19			90
TOTAL ARREST	2022	106	98	127	117	118	119	125	136	125	0	0	1071
	2021	105	123	95	125	137	112	145	116	115	0	0	1073

ADMINISTRATIVE	2022	373	316	367	352	378	504	463	415	393			3561
	2021	232	289	334	314	267	333	390	332	375			2866

*TOTAL REQUEST FOR POLICE	2022	1473	1360	1712	1699	1828	1958	2150	1998	1837	0	0	16015
	2021	1578	1436	1612	1564	1620	1762	1860	1733	1738	0	0	14903

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](#). If you wish to hold a special event within the parks system, please contact our office at 563-263-0241 or by email at parksoffice@muscataineiowa.gov. Please enjoy the many services provided through the Parks and Recreation Department and contact us to let us know about your experiences as we love to hear from you!

Subject	Result
Pearl City Station Reservations	117 reservations taken in 2022
Riverview Center Reservations	97 reservations taken in 2022
Shelter Reservations	310 reservations taken in 2022
Dog Park Passes	178 passes sold for 2022

Park Maintenance Division

The month of September brought many special events to our park sites including: Food Truck Fight, Keep Muscatine Beautiful Almost Friday Fest, Barks and Brews Fest, Octobrewfest, Walk to End Alzheimer's, Winnebago Meetup, and Charlie Harper Memorial Bike Ride. Staff has also been working hard in closing down and winterizing the Muscatine Aquatic Center. The United Way Day of Caring took place on Wednesday, September 28, with Muscatine Power and Water employees helping to rebuild picnic tables, and members of Kent Corporation helping to remove trees and shrubs on the Muscatine riverfront levee. Riverfront buildings and shelters throughout our parks were very well utilized during the great weather in September. The old boat ramp area was dredged and cleaned with the assistance of WRRF, Public Works and the Fire Department, in preparation for the American Queen Voyages trip to Muscatine in October. Staff began working on cleaning out the landscape beds throughout the parks in preparation for the upcoming winter season.

Subject	Result
Trees	69 trees planted in 2022



Cemetery Division

Greenwood Cemetery remains open to the public for walkers, bicyclists and the community's cemetery needs. The Cemetery Steps are also open for public use. Staff continues to work on leveling gravesites, edging the roadways, and repairing foundations throughout the Cemetery. Staff also worked hard on preparing the grounds for the Cemetery Walk that took place on Sunday, September 25. Staff will be preparing for the Fall Cleanup week which will take place in October.

Subject	Result
Burials	7 Burials Took Place
Burial Spaces	1 Burial Spaces Sold

Boat Harbor/Marina Divisions

The Boat Harbor had a successful year of operations in 2022 with the help of low river levels throughout the season. The Marina Operations continued to provide fuel, oil, and pump out services to boaters throughout the month of September. The Marina Operations weekend hours continued through Labor Day weekend, and services were continued during the week through the end of September.

Subject	Result
Long Dock Slips (48 Available)	25 Long Dock Slips Rented
Houseboat Dock Slips (8 Available)	2 Houseboat Slips Rented

Aquatics Division

The Aquatic Center closed for the season on September 5. The Aquatic Center Entrance Roof Repair, Deck Caulking Replacement and Waterslide Restoration projects are scheduled to be completed this fall. There were 29 Multi-Purpose Room rentals during the season.

Subject	Result
Lifeguards	31 Lifeguards Hired
Pool Party Reservations	81 Pool Parties Booked
Swim Lesson Enrollments	336 Swim Lesson Enrollments

Recreation Division

Youth and adult recreation programs and special events continue to be offered. Current programs taking place include Youth Gymnastics, Sport Starters, Little Muskies Football and the Walking Club. The annual Greenwood Cemetery Walk or Ride Through History was held on September 25 with 103 attendees.

Subject	Result
Youth Program Participation	546 participation occurrences in September
Adult Program Participation	313 occurrences in September

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Parks and Recreation Department

Wellness Division

The City employee wellness programs continue to be offered through the virtual Wellness Center. The Fitness Reimbursement program continues throughout the year. Four Biometric Screening clinics took place with 53 total participants. Flu Shot clinics are scheduled for October 21 and Hearing Tests are in the process of being scheduled.

Subject	Result
Participation	59 participation occurrences in September

Kent Stein Division

Kent Stein Park hosted two one day softball tournaments. Staff continued to aerify fields, over seed thin areas and edge bullpen areas. During the regular week Kent Stein Park hosted our local MYB (Muscatine Youth Baseball), Monster's softball, Muskies Prospects softball, SE Iowa Allstars Softball, MGSA (Muscatine Girls Softball Association) and Adult softball (3 divisions- Men's, Women's, and Co-ed). Crews continued to add ag lime material on fence lines to keep balls from going under. We are still looking for additional seasonal staff to fulfill fall positions.

Soccer Complex Division

The soccer complex hosted two tournaments in September for HNI and Muscatine Soccer Club. We continued to host games for the following groups: Community YMCA, Muscatine Soccer Club (youth and adult), Pearl City Soccer Club (youth and adult), ILLOWA and ISA. Staff continued to make improvements to the park and met with a local architect to continue the irrigation project for fields 1-6. We received their report and will meet with them in the upcoming weeks to discuss. Staff continued to raise sprinkler heads for better playability, and edging valve box lids for easier access when servicing the sprinklers. Post tournament work included over seeding, rolling and slicing the fields. We continue to look for additional seasonal staff.

Golf Divisions

The remaining leagues wrapped up their seasons in September. The range ball dispenser was repaired and is operational. There was one outing that was rained out but they rescheduled for October. The old water fountains were replaced in the clubhouse with 1 new water fountain with the bottle filler feature. Greens were aerified and have filled in nicely. Tees were aerified and seeded

Subject	Result
Outings	27 Outings Scheduled for 2022
Leagues	5 Leagues Scheduled for 2022
Season Passes	197 Sold for 2022
Rounds	3,276 Rounds played in September



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
PRINTED MATERIALS	2022	TOTAL TO DATE	2021
ADULT BOOK	3,684	12,404	3,054
YOUNG ADULT BOOKS	334	1,205	190
JUVENILE BOOKS	4,687	17,815	3,980
MAGAZINES	218	573	129
OTHER	29	115	31
RECORDED MATERIALS			
MP3 BOOKS	0	1	0
DIGI-BOOKS/PLAYAWAY	20	71	15
RECORDED BOOKS	248	761	225
CD's	239	839	241
ADULT KITS AND JKITS	8	22	2
A-V MEDIA			
EQUIPMENT	19	50	22
MICROFILM	2	4	1
VIDEOGAMES	241	839	92
DVDS	2,946	9,519	2,125
BLU-RAY	130	419	56
ONLINE			
INTERNET COMPUTER USAGE	512	1,830	513
WIFI USAGE	3,700	17,928	3,508
DATABASE USAGE	7,211	26,346	11,588
E AUDIO	540	1,633	440
E BOOKS	697	2,315	698
E MAGAZINES	293	1,008	187
E MUSIC/STREAM-ING	2,145	5,783	1,068
TOTAL CIRCULATION	27,903		28,165
PREVIOUS CIRCULATION	73,577		59,796
TOTAL CIRC. TO DATE	101,480		87,961

Circulation Statistics			
INTER-LOANS	2022	TOTAL TO DATE	2021
RS BORROWED	1,825	6,310	1,600
RS SENT	1,203	3,779	1,277
SILO BORROWED	2	9	2
SILO SENT	19	77	15
OCLC BORROWED	28	113	30
OCLC SENT	8	32	14
TOTAL	3,085		2,938
PROGRAMMING			
CHILDRENS PROGRAMS	35	87	25
CHILDREN PRG ATTEND.	1,290	2,751	759
TEEN PROGRAMS	0	3	0
TEEN PRG ATTENDANCE	0	10	0
ADULT PROGRAMS	2	4	3
ADULT PRG ATTENDANCE	75	202	35
TECHNOLOGY CLASSES	1	2	0
CLASS ATTENDANCE	1	2	0
BUILDING USAGE (WALK-IN)	8,810	29,030	8,056
MEETING ROOMS USAGE	680	1,793	501
REFERENCE			
REFERENCE QUESTIONS	196	795	282
TECHNICAL QUESTIONS	136	379	262
DIRECTIONAL QUESTIONS	100	410	213
TOTAL	432		757

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Musser Public Library & HNI Community Center

Circulation Statistics			
EXAMS PROCTORED	0	0	0
NOTARY PUBLIC USAGE	11	33	8
GENEALOGY RESEARCHERS	5	10	5
GENEALOGY INTERLOANS	0	0	0
RESEARCH/OBIT REQUESTS	5	19	5
PHOTO PRINTS ORDERED	1	9	3

Database Usage			
	2022		2021
Ancestry Library Edition	177		259
Chilton	0		0
ContentDM Images	1,137		957
Gale	0		0
Gale Forms	0		0
Heritage Quest	17		0
Learning Express	0		0
Newspaper Archive	1,314		2,094
Newspaper.com Musc. Journal	1,188		1,289
New York Times	1,350		3,500
Niche Academy	0		25
Novelist	58		69
RefUSA	0		0
Sanborn Maps	0		8
Transparent Language	7		9
Value Line	1,963		3,378
Wall Street Journal	7,211		11,588
TOTAL	8,661		11,566

Patron Statistics			
	ADDED	TOTAL	2021
Adult Residents	42	14,802	15,082
Computer Use Only	1	362	348
Juv Residents	20	2,582	2,428
IL (Contract)	0	690	680
Open Access	5	1,427	1,015
New Borrower	6	390	335
Other	1	117	168
TOTAL	75	20,370	20,056

Home Delivery Statistics			
(already included in circulation statistics)			
	2022	TOTAL	2021
Materials Circulated	103	510	168
Visits	10	40	58
Clients	48		41
Volunteers	4		1

	LIKES		
FACEBOOK	5,964		
	VISITS	UNIQUE VISITORS	
WEBSITE	9,797	9,365	
	FOLLOWS		
TWITTER	1,000		

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@muscatineiowa.gov.

EXHIBITIONS



September 3 - October 23, 2022



REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center



ELEPHANT & PIGGIE in
We Are Art!
A MO WILLEMS EXHIBITION

Art © Mo Willems. ELEPHANT & PIGGIE is a trademark of The Mo Willems Studio, Inc.

Muscatine Art Center
November 3, 2022–February 5, 2023

Free admission

Tuesday, Wednesday, Friday: 10 a.m. to 5 p.m.
Thursday: 10 a.m. to 7 p.m.
Saturday & Sunday: 1 to 5 p.m.

This exhibition features Willems' original black-and-white line drawings from all 25 *Elephant and Piggie* books supplemented with digitally-colored final renderings. Early sketches, dummy books, and size charts reveal Willems' methodical working process.

Elephant & Piggie in WE ARE ART! (A Mo Willems Exhibition) is organized by
The Eric Carle Museum of Picture Book Art, Amherst, Massachusetts.

muscatineartcenter.org | 563-263-8282 | Muscatine, IA

**MUSCATINE
ART
CENTER**



Great Leaders of the Indian Nation: McKenney & Hall Portraits

On view through March 5, 2023 in the Central Hall on the second floor of the historic house.



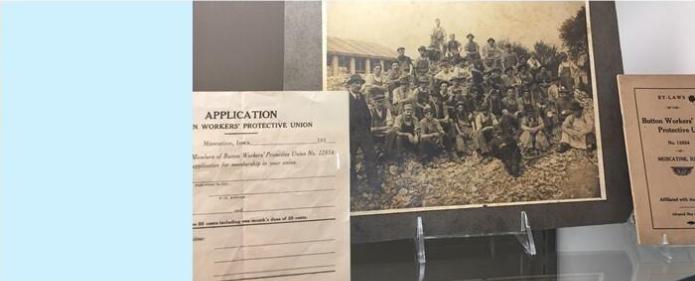
REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center



Muscatine's Pearl Button Industry

on view in the Local History Room
Historic House – Second Floor



COMING 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! Please note that the summer class schedule has changed. If you are not able to a

f about picking up a "Take & Make" project to complete at home. Classes meet most Wednesdays from 9:30 a.m. and Thursdays from 3:30 - 4:15 p.m. Classes are **FREE!** Call 563-263-8282 to register. The theme for October is "Halloween", and the theme for November is "Mo Willems".

Saturday Workshop - Dia de los Muertos

Saturday, October 29, 1:30 - 2:30 p.m.

Join Julie Saturday, October 29 to learn about Dia de los Muertos (or Dia de Muertos), the multi-day Mexican holiday celebrated around the world where families gather to remember their loved ones. Please register by October 28.

Teen Take & Make Bags

Available October 21 - 30

Forget to bring supplies to class? No problem! Stop by the Muscatine Art Center during open hours and grab a Take & Make bag full of supplies to make several themed projects. These bags are free to pick up while supplies last.

Saturday Workshop - Laura Musser's Tea Party

Saturday, November 12, 1:30 - 2:30 p.m.

Join Julie Saturday, November 12 to celebrate Laura Musser's 145th birthday! Enjoy a tour of the historic house as well as refreshments and Victorian crafts. Laura Musser was born November 23, 1877, and came to Muscatine Avenue her home, which became part of the Muscatine Art Center in 1965. Please register by November 11.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

Free For Families

Elephant & Piggie Family Day

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

Join us for a family event for the opening of the exhibition, *Elephant & Piggie in WE ARE ART!* Explore the exhibition of Mo Willems' original black-and-white line drawings as well as digitally-colored final renderings. Drop in for crafts, story time, and refreshments. Celebrate Muscatine Art Center at this free event!

National STEAM Day at West Hill Cakery

Tuesday, November 8, 10:00 a.m. - 1:00 p.m.

National STEAM Day is the day to inspire kids to explore and pursue their interests in science, technology, engineering, art, and math. On November 8, join us at West Hill Cakery, 810 Park Avenue, Suite 13, to celebrate the national day with a free cookie and STEAM activities.

Free Programs and Performances

Japanese Taiko Drum Performance by Japan America Society of Iowa's Soten Taiko

Saturday, October 15, 2:30 p.m. at the E. Bradford Burns Performing Arts Park (next to the Muscatine Art Center)

The Muscatine Art Center is excited to announce a free public performance of Japanese Taiko Drums by Japan America Society of Iowa's *Soten Taiko*, central Iowa's only taiko drumming group. The group, which is part of the Japan America Society of Iowa, began in March of 2011 with the idea to introduce and share the traditional Japanese art form with the community. The group has performed at a number of events, such as IAA Asian Heritage Festival, school and community cultural events, and corporate gatherings. More information can be found at www.japan-iowa.org/committees. This performance is presented in the E. Bradford Burns Performing Arts Park, next door to the Muscatine Art Center, at 2:30 p.m. on Saturday, October 15th. Bring your lawn chairs and blankets and spread out on the lawn for this free performance. The performance is brought to you by a grant from the Mary Jo & Richard H. Stanley Human Conditions Grant Fund through the Community Foundation of Greater Muscatine.

Celebracion de las Artes

Thursday, October 20, 5:15 - 6:45 p.m.

The Muscatine Art Center, LULAC Muscatine, and Global Education at the Stanley Center are collaborating to offer an evening of dancing, music, and more! The West Liberty student group, ***Los Cometas Mariachi***, will begin the evening at 5:15 p.m. Students from **Quad Cities Ballet Folklorico** will share the Mexican culture through the art form of dance during a one-hour performance beginning at 5:30 p.m. Several crafts will be available, including a Luchadores paper mask activity led by artist Miriam Alarcon Avila, mini piñatas with the Muscatine Art Center, paper dahlias with West Liberty Latinos Americanos 4-H, Day of the Dead with Muscatine UNIDOS 4-H, and a bake sale fundraiser with MCC LULAC. Attendees will receive tickets for **two free tacos catered by Guadalajara Mexican Restaurant**. The performance is free of charge thanks to a grant from the Mary Jo & Richard H. Stanley Human Conditions Fund through the Community Foundation of Greater Muscatine.

Sean Fitzgibbon Book Signing & Film Screening

Sunday, October 23, 1:30 - 3:00 p.m.

Artist and author Sean Fitzgibbon's artwork for his graphic nonfiction book, *What Follows is True: Crescent Hotel*, is on view in the Stanley Gallery now through October 23. Sean's hand-painted images document the Baker Hospital and the notorious Muscatine man, Norman Baker, who claimed to have the cure for cancer. **Meet Sean Fitzgibbon during the public reception and book signing on Sunday, October 23 from 1:30 - 3:00 p.m.** Following the book signing, view the short film, *Norman Baker: The Man in Purple*. Filmmaker Chad Bishop and Producer Laura Liegois will discuss the film, following the 3:00 p.m. screening in the Muscatine Art Center's Music Room. Visit seanfitzgibbonart.com to learn about Sean and his book. Copies of the book are available for purchase at the Muscatine Art Center.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

Muscatine Art Center

Quad City Arts Visiting Artist Series Presents LADAMA

Thursday, October 27, 3:00 p.m. at the E. Bradford Burns Performing Arts Park (next to the Muscatine Art Center)

Get ready to dance! LADAMA is a group of four women, virtuosic musicians, and educators — Lara Klaus, Daniela Serna, Maria “Mafer” Bandola, and Sara Lucas — from different countries and cultures of the Americas, who are sisters in song, rhythm, and spirit. Harnessing music from their respective countries of origin (Brazil, Colombia, Venezuela, and the United States), the group utilizes traditional and non-traditional instruments from across the Americas but with a modern twist to produce Latin Alternative music. This performance is offered free of charge thanks to a grant from the Mary Jo & Richard H. Stanley Human Conditions Fund through the Community Foundation of Greater Muscatine, and in partnership with Quad City Arts Visiting Artist Series. This performance is presented in the E. Bradford Burns Performing Arts Park, next door to the Muscatine Art Center, at 3:00 p.m. on Thursday, October 27. Bring your lawn chairs and blankets and spread out on the lawn for this free performance.

In case of inclement weather, this performance will be moved inside.

For Adults

Red Barn Studio

Sunday, October 16, 1:30 - 2:45 p.m.: Button Pumpkin Mosaic

Sunday, November 13, 1:30 - 2:45 p.m.: Negative Fall Tree Watercolor

Local artist Vada Baker gives step-by-step instructions on how to complete your project. 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.

John Bloom presented by Carol Ehlers

Thursday, November 10, 5:15 - 6:30 p.m.

John Vincent Bloom (1906-2002) produced paintings, murals, sculptures, lithographs, and drawings that reflected Midwest living and landscapes. Born in DeWitt, Iowa, Bloom became a prominent figure throughout the eastern Iowa art community. In 1932, he won a prize at the Iowa State Fair for an oil painting, catching the attention of fellow Iowa artist Grant Wood, who invited Bloom to study under him at the Stone City Art Colony in Anamosa, Iowa. Figge docent and art lover Carol Ehlers will present on John Bloom's life and work using examples from the Muscatine Art Center's Collection and the Figge Art Museum. This free presentation will be held in the Muscatine Art Center Music Room.

REPORT OF MONTHLY ACTIVITY BY DEPARTMENTS

