



City Administrator's Report

July
2023



Department of Administration

City Administrator

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.



July Highlights

- Presented 51 agenda items for consideration by City Council during their regular meetings.
- Coordination of in-depth presentations on pet registration and licensing, changes to curbside yard waste collection, vehicle wash bay project, right-of-way permit changes, and assessment of Community Development Department.
- Responded to numerous citizen and City Council requests and concerns.

Human Resources Division

July Highlights

- The Human Resources Department received 163 applications in June for several positions including plant maintenance manager, landscape horticulturalist, treatment plant mechanic, fire fighter, refuse truck driver, and for promotional positions in two departments.
- Civil Service tests were held for the internal promotions and interviews for the fire mechanic were

conducted. HR also assisted in the interview and hiring for fire fighter and office assistant as well as battalion chief, captain, and lieutenant in the Fire Department.

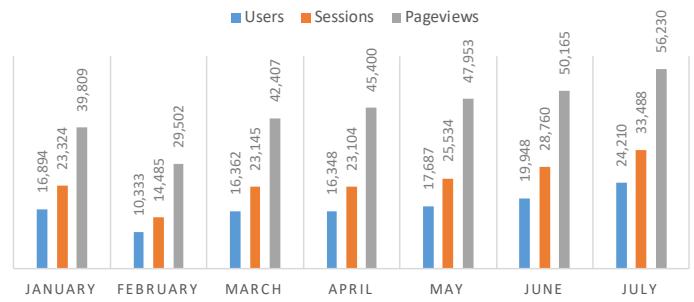
- The compensation study planning meeting was held, creating the project plan and timeline. Meetings with affected employees will begin in August. Not only does this process include a review of the pay plan, but ensuring job descriptions are up to date as well.

Communications Division

July Highlights

- Continued monitoring and implementing updates to Civic Clerk and Muscatine Connect powered by SeeClickFix.
- Began process of implementing connector between SeeClickFix and PubWorks.
- Began process of implementation of Municode.
- A total of 23 press releases were produced and distributed to media and Notify Me subscribers.
- Five virtual meetings held for various departments using GoToMeeting. Initiated adding ZOOM.
- Created 141 social media posts (58 Facebook, 40 Instagram, 37 Twitter, 3 LinkedIn, and 3 YouTube).
- One "Muscatine In Focus" presentation.
- Ended the month of July with 10,878 (+484 from end of June) followers on Facebook, 1,580 (+16) on Instagram, 1,521 (+8) on Twitter, 338 on LinkedIn (+5), and 463 (+23) on YouTube.

CITY OF MUSCATINE WEBSITE VISITOR ANALYTICS 2023



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.

Department of Administration

Finance/Parking Division

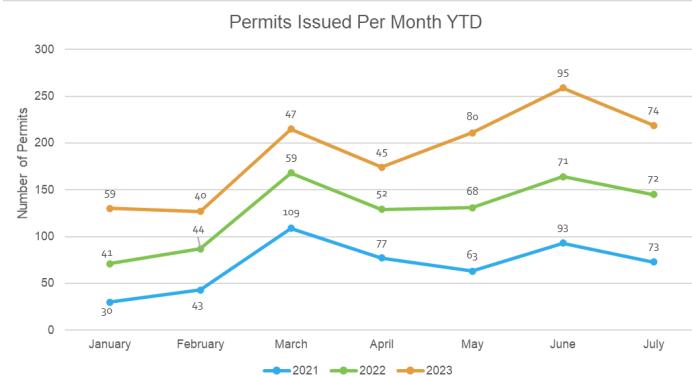
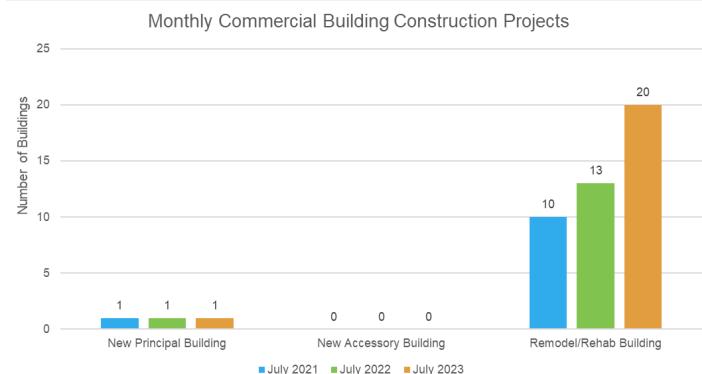
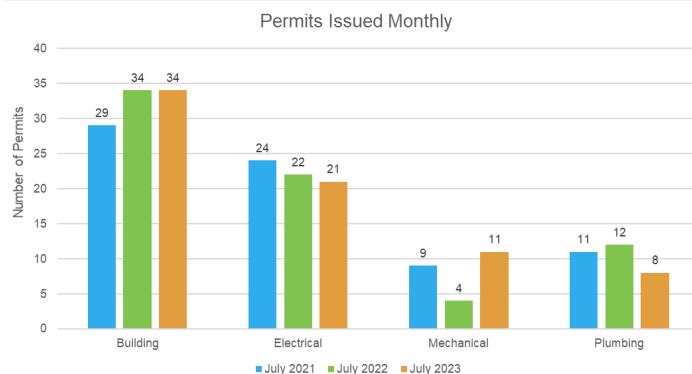
Summary of Activities	July 2023	August 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024	June 2024	Fiscal Year
Accounts Payable Checks & ACH Payments	692												692
Payroll Checks and Direct Deposits	863												863
Accounts Receivable Invoices Sent	155												155
Finance Cash Register Transactions	454												454
Housing Receipt Transactions	189												189
Purchase Orders Processed	286												286

July Highlights

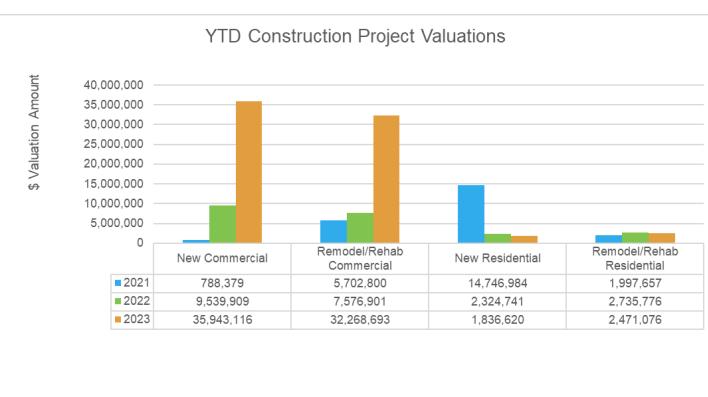
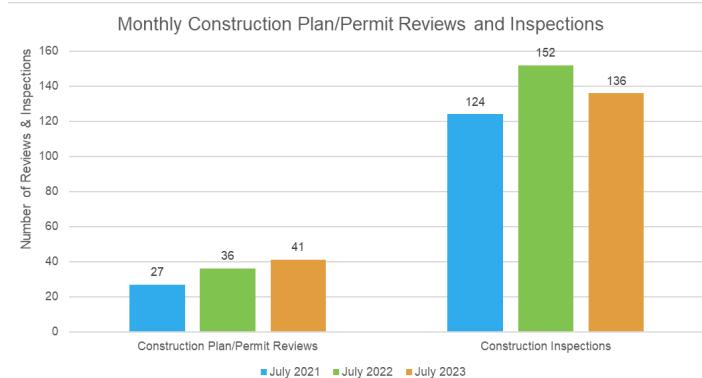
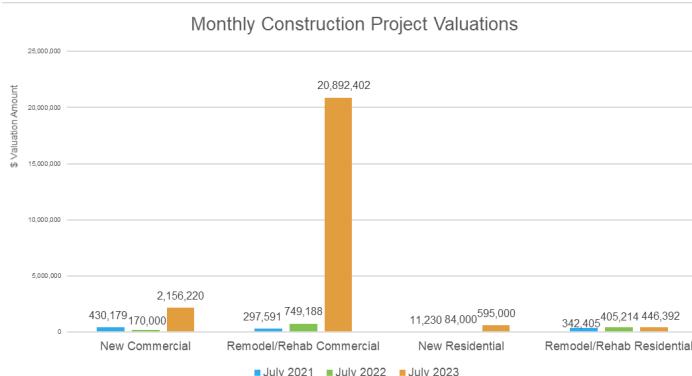
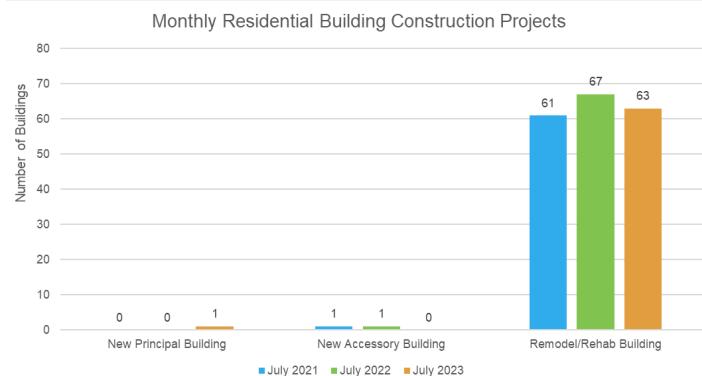
- Continued submitting required documentation for the Hershey Manor HVAC & Window project reimbursement requests from the re-financed loan proceeds held by Grandbridge Financial.
- Attended League Zoom webinar about property tax changes (Finance Director & Accounting Supervisor).
- Had discussions with DebtBook on the subscription for use of their software to assist with new GASB 87 and GASB 96 Standards on financial reporting for Leases and Subscriptions.
- Began cross training Finance staff in preparation for position vacancy.
- Submitted all required reports, including monthly sales tax, quarterly payroll reports, and the annual PCORI fee and report.
- Held planning meeting with auditors to discuss the FY23 Audit.
- Continued preparing for the FY2023 audit



Department of Community Development

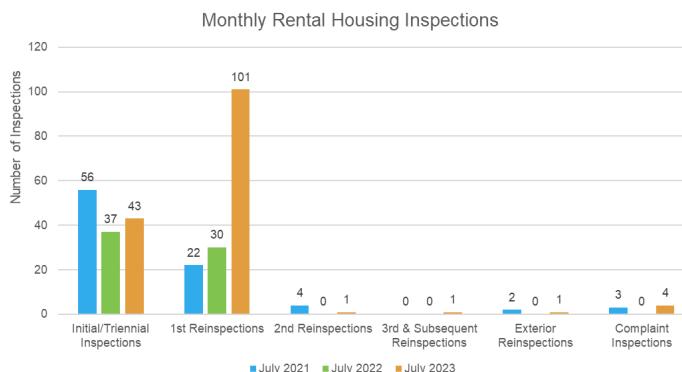


- Principal Building defined as the construction of new building on a previously vacant lot/parcel.
- Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.
- Remodel/Rehab defined as buildings undergoing any alterations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

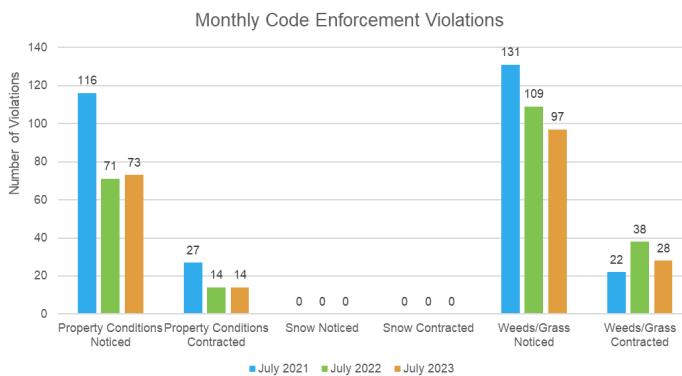


Department of Community Development

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.



- An application for the Inaugural Thriving Communities Designation was submitted.

- The Department is preparing for the demolition of 2 unsafe structures in August, including 1905 Hershey 1200 Iowa Ave.
- Of the 30 notices for property maintenance violations 5 have been remediated, 7 properties were sold, five citations have been issued with 2 orders of judgement issued, and permits for corrective actions have been pulled for 6 properties.

●

Muscatine Municipal Housing Agency

- 113 families attended 3 Housing Choice Voucher briefings, the first step to getting rental assistance.
- 3 families received vouchers
- 9 families began receiving rental assistance
- 5 households attended 1 Housing Counseling first-time homebuyer course
- 1 family enrolled in the Family Self Sufficiency Program
- The first All Spanish Homebuyer Education Class has been scheduled for October 8, 2023



Department of Parks and Recreation

Park Administration Division

The main office is open to the public with regular office hours Monday - Friday 8 a.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@muscatineiowa.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	13 Reservations in July
Riverview Center	18 Reservations in July
Shelters	62 Reservations in July
Dog Park Passes	112 Passes Sold in 2023

Park Maintenance Division

The Park Maintenance Division worked hard on preparing for and cleaning up after the 4th of July activities that took place on the Muscatine Riverfront. Several special events took place in the month of July including: Almost Friday Fest, Walnut Park Baptist Church Ice Cream event, RAGBRAI and Great River Tennis Association Tournament. All were completed with great success. Staff worked hard to prep the Riverside Park for thousands of bikers who cruised through during RAGBRAI. With the assistance of several departments within the City of Muscatine, and the help and support of GMCCI, the community helped welcome the American Queen Voyages on two trial port fits on the Muscatine Riverfront. It was a great turnout by the community to welcome the American Duchess and the American Countess, and we look forward to welcoming several new adventures from AQV in the years to come!

Subject	Result
Special Event Set-Ups	10 in July

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. The second round of foundations for 2023 will be completed in August. Branch and tree clean up took staff a few days to clean up after high winds. Staff has been hard at work resetting grave stones.

Subject	Result
Cremains	4 burials in July
Full Casket	2 burials in July
County Assisted	0 burials in July
Grave Spaces	4 sold in July
Niche Spaces	0 sold in July

Boat Harbor/Marina Divisions

Long Dock and Houseboat Dock boat slips are still available for rent for the 2023 season. Please contact the parks and recreation office for more information or to make arrangements. The Marina Operations continues to provide fuel, oil and pump out services to boaters. Hours for the Marina Operations are Friday from 5-7pm and Saturday and Sunday's from 10:00am – 2:00pm. Fuel is also available during the weekdays by calling the Parks and Recreation office at (563) 263-0241 between the hours of 10:00 a.m. and 11:00 a.m.

Subject	Result
Long Dock Slips (48 Available)	21 Rented for 2023
Houseboat Dock Slips (8 Available)	2 Rented for 2023

Recreation Division

Youth and adult recreation programs and special events continue to be offered. Current programs taking place include Youth Gymnastics, Tee-Ball, BlastBall, Girls Volleyball Clinic, Youth Pickleball Lessons, Adult Pickleball League, Youth Tennis Lessons, Intern Sand Volleyball League, Adult Sand Volleyball League, Sport Shorts and the Walking Club. The Parks and Recreation Department is excited to partner with the Musser Public Library to offer some outdoor activities and an outdoor play challenge as part of the Summer Reading program. Two park pop-up events were held as part of this program in July and saw 90 participants.

Department of Parks and Recreation

Subject	Result
Youth Program Participation	484 occurrences in July
Adult Program Participation	950 occurrences in July

Aquatics Division

The Aquatic Center opened for the season on May 27. The Shallow Area Play Structure slide was replaced prior to opening day. Swim lessons began in June and will continue through the first week of August. Private pool rentals and Multi-Purpose Room rentals continue to take place as well as get reserved.

Subject	Result
Lifeguards	30 Lifeguards hired
Pool Party Reservations	71 Pool Parties Booked
Swim Lesson Enrollment	367 Swim Lesson Registrations

Wellness Division

The City employee wellness programs continue to be offered through the virtual Wellness Center. The Fitness Reimbursement program continues throughout the year. Staff continues to collect survey responses from employees and will establish a Wellness Committee in an effort to reorganize the Wellness program mix.

Subject	Result
Participation	3 occurrences in July

Kent Stein Division

One softball tournament took place at Kent Stein Park the month of July. The tournament hosted 53 teams from 6 different states with 162 games played on 11 different diamonds. During the regular week Kent Stein Park continues to host our local organizations: MYB (Muscatine Youth Baseball), MBA (Muscatine Baseball Academy), Cardinals/Iconiz Katz baseball, Muscatine Sluggers baseball, Special Olympics adult softball, MGSA (Muscatine Girls Softball Association), Muskies Prospects softball, Monster's softball, Muscatine High School softball, Muscatine High School baseball, and adult softball (3 divisions- Men's, Women's, and Co-ed). The Muskies Prospects, Monsters and MBA also held their tryouts for the 2023-2024 season. Staff continues to make improvements to these facilities as issues arise with usage. Some tasks include: leveling

fields once every two weeks, adding Ag Lime under the fence row to prevent balls from rolling under, edging grass arches, and power washing around concession stands, walkways, and restrooms. Staff has also started washing lips on all diamonds as they become available. We continue to look for seasonal help as students will be going back to school.

Soccer Complex Division

Staff continues to make improvements to the park, some examples include: edging sidewalks every two weeks, raising sprinkler heads for better playability and edging valve box lids for easier access when servicing the sprinklers. Games continue to be underway at the main complex for the following groups: Pearl City Soccer Club (youth and adult leagues), Muscatine Soccer Club (youth and adult leagues), EIYSL and ISA. Schedules are posted daily at the kiosk to allow for drop in usage. We continue to look for seasonal help as students will be going back to school.

Golf Divisions

The golf course had another great month but did see a decrease in play over the last week of the month during that stretch of heat. The course hosted The Pete's Tap outing as well as a couple smaller employee outings from Bayer and HNI. Staff continues to be trained on the importance of proper cash handling procedures. Staff continue to fertilize tees, collars, fairways and approaches with grub control. Greens were needle tined and sprayed with wetting agent to allow water to move through the soil. All bunkers were edged to give them a sharp appearance. The clubhouse and maintenance divisions continue to look for seasonal staff as students will be going back to school soon.

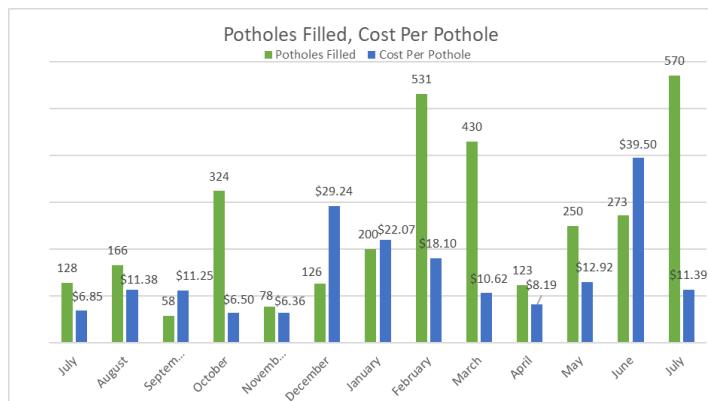
Subject	Result
Outings	18 Outings Scheduled for 2023
Leagues	6 Leagues Scheduled for 2023
Season Passes	202 Season Passes Sold for 2023
Rounds Played	4,474 rounds played in July

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 July 2023:

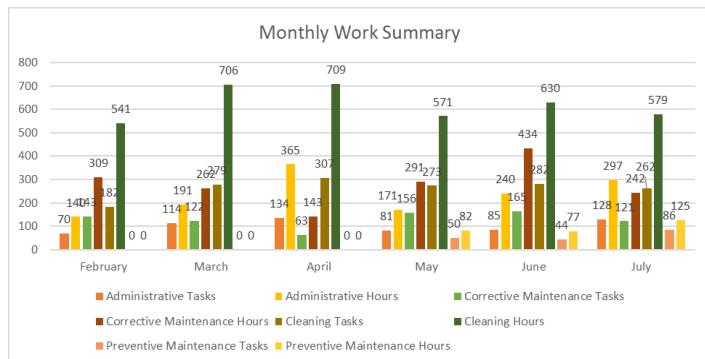
Roadway Maintenance includes activities related to street repairs, snow removal, traffic control, and street cleaning. They are responsible for over 254 lane miles of streets within the city limits.



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 July 2023:

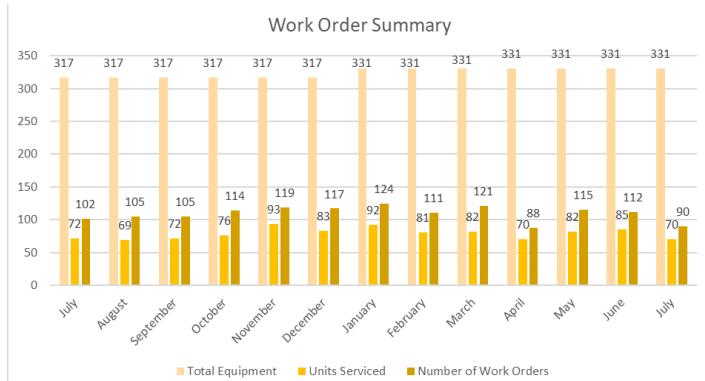
The Buildings and Grounds Division of the Public Works Department is responsible for the upkeep and repair of city facilities, grounds, and equipment. The division is responsible for maintaining the following facilities and grounds: Art Center, City Hall, Library, Public Safety Building, Public Works, South Fire Station, and certain maintenance functions at the Airport.



This chart indicates the number of work activities and the hours committed to them per month. Administrative tasks include ordering equipment and materials, requesting and receiving bids and quotes for work or supplies, project oversight, delivery of building supplies, training and paid time off. Corrective maintenance tasks are unscheduled repairs or work done on as-needed or emergency basis. Preventive maintenance tasks include routine, scheduled maintenance items. Cleaning includes building cleaning and janitorial services. This chart is being capped at six month intervals so that the numbers are legible.

Vehicle Maintenance Division July 2023:

The Vehicle Maintenance Division services and repairs approximately 331 pieces of equipment and vehicles from all city departments with the exception of the fire trucks and ambulances.

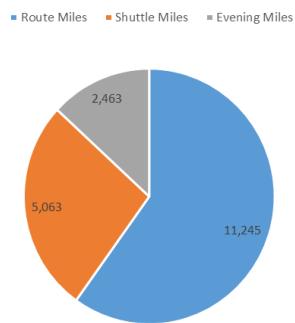


Department of Public Works

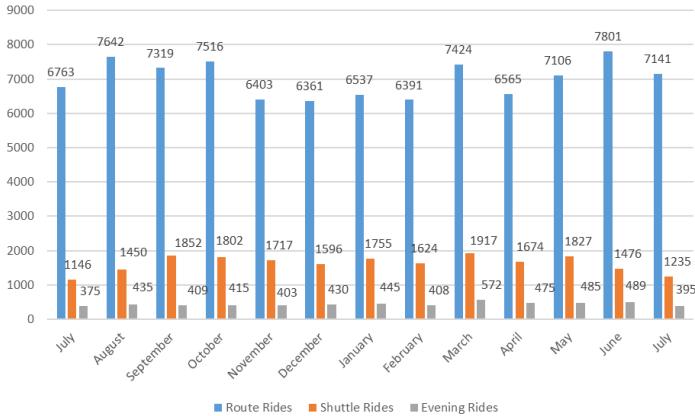
Transit Summary of Operations for July 2023:

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

July Miles Driven



MuscaBus Ridership

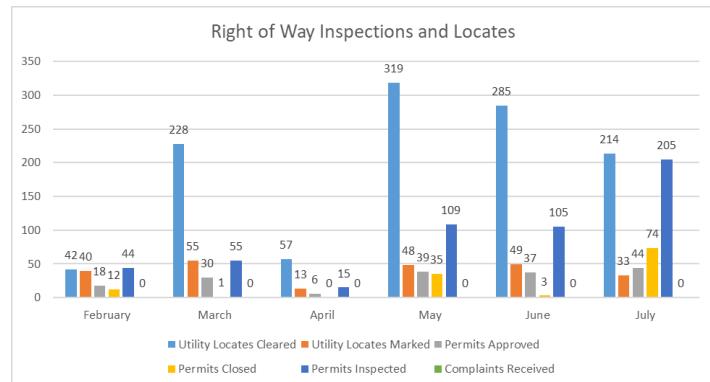


Engineering Division July 2023:

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

Project Name	Project Start	Percent Complete	Project Notes
Grandview Reconstruction	May 2021	99%	Seeding, Punch List
West Hill Sewer Separation Phase 5	April 2021	80%	Sewer on Lucas, Paving on Lucas
Park Avenue 4 to 3 lane	March 2021	99%	Punch List
Fulliam Reconstruction Phase 1	July 2023	75%	Subgrade Prep, sewer install, paving

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



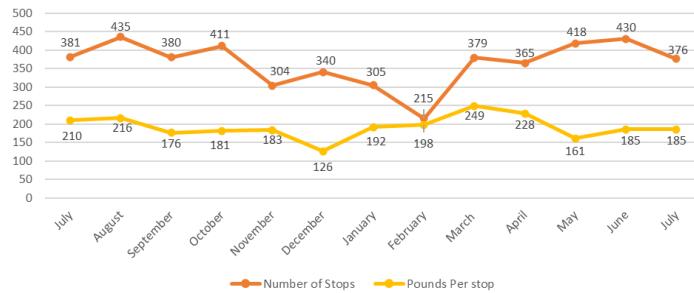
This chart is begin capped at six month intervals so that the numbers are legible.

Department of Public Works

Solid Waste Division Report July 2023:

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.

Bulky Waste Pounds Per Stop, Per Month



Solid Waste Collections



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 July 2023:

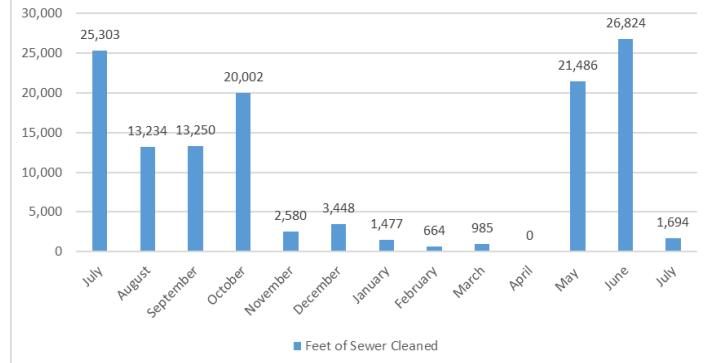
The Collection & Drainage Division is responsible for inspecting and maintaining the city's sanitary, storm, and combined sewer systems. This includes 993 storm water manholes, 2,407 sanitary sewer manholes, 151 combined sewer manholes, 2,840 stormwater catch basins, 112 miles of sanitary sewer and 68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

Collection & Drainage Activities

■ Catch Basins Cleaned ■ Storm Sewer Repairs ■ Sanitary Sewer Repairs

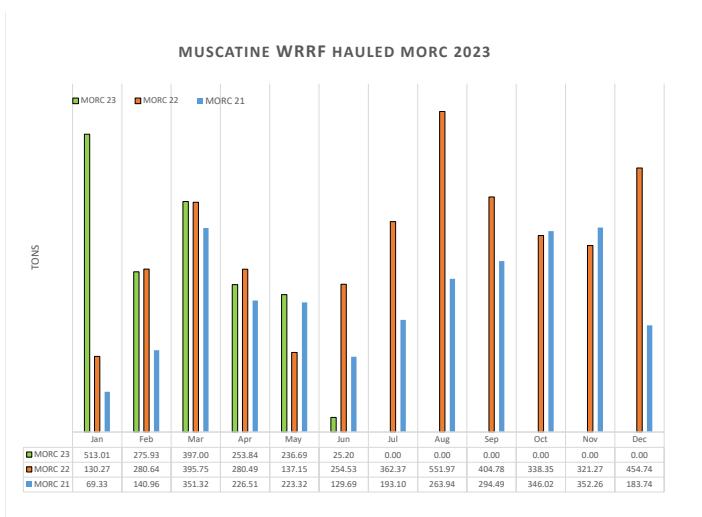
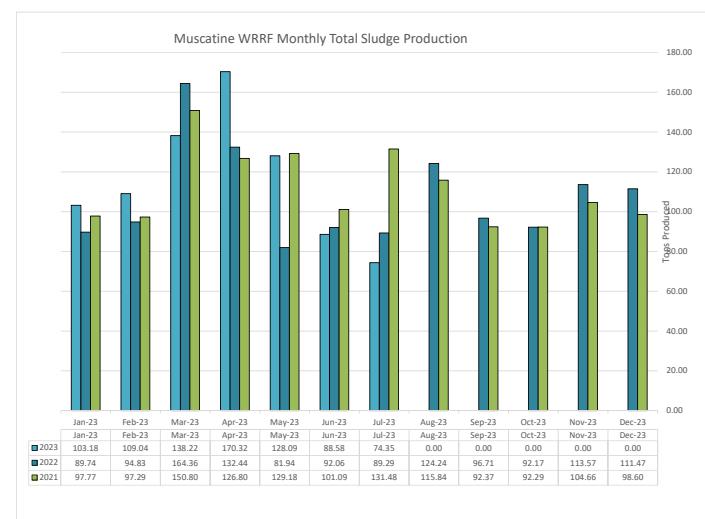
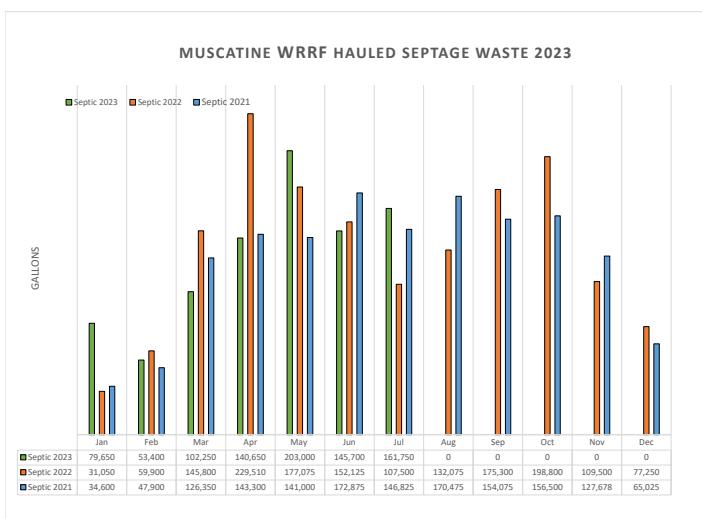
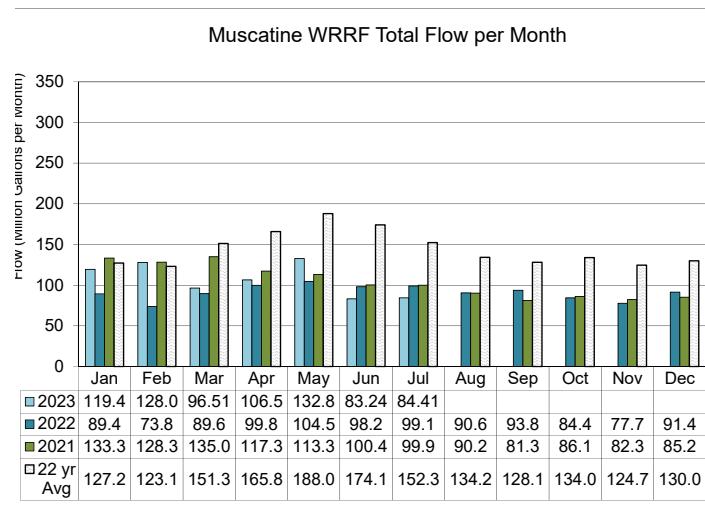
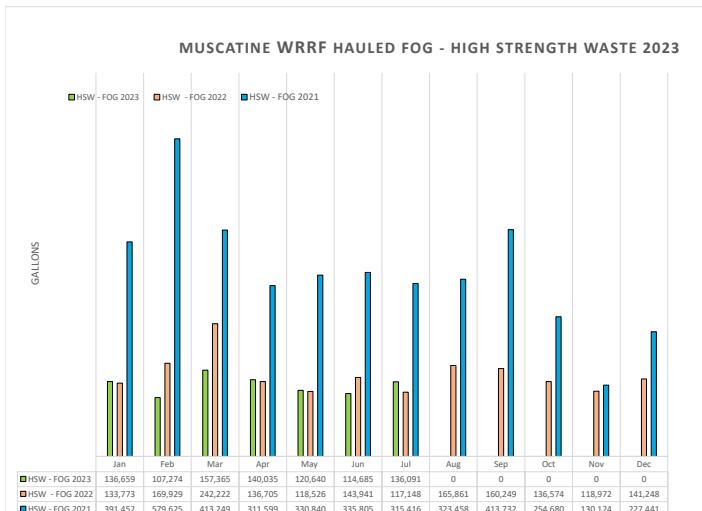


Feet of Sewer Cleaned



July 2023 REPORT OF DEPARTMENT ACTIVITY

Water Pollution Control Plant



Public Safety / Muscatine Fire Department



Fire Department December Report

By: Fire Chief Jerry Ewers

July 2023 Highlights

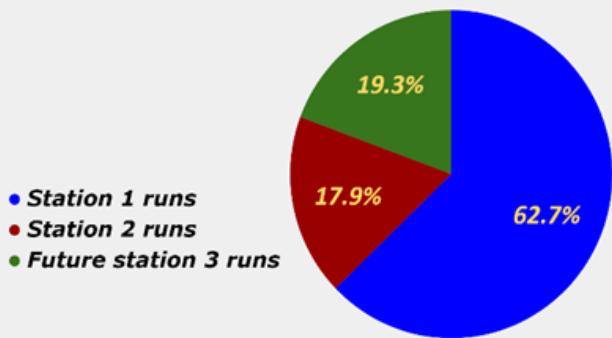
- Provided hazmat outreach to Wellman Fire Department.
- Assisted Public Works and the Parks Department on hosing off the riverfront for Ragbrai and other special events.
- City Council approved a request to issue a purchase order to Reliant Fire Apparatus in order to buy a new fire engine.

Staff Updates & Kudos

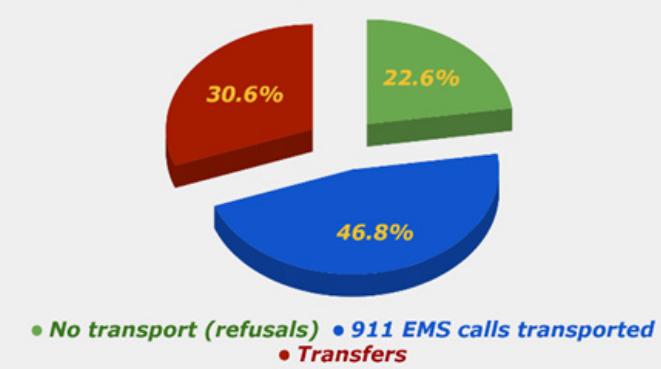
- Joe Timmsen was promoted to Battalion Chief on July 16th.
- Andrew McSorley was promoted to Captain on July 19th.
- Jason Verschoore was promoted to Lieutenant on July 19th.



Calls per Coverage Area - July 2023



EMS Call Types - July 2023



Public Safety / Muscatine Fire Department

Demand for Services / Response Activity

	July 2023	AVG. PER DAY	JULY 2022	AVG. PER DAY
Fire Responses	47	1.52	68	2.19
911 EMS Responses	267	8.61	331	10.68
Out of Town Transfers	104	3.35	112	3.61
Local Transfers	10	0.32	12	0.39
Total Responses	428	13.81	523	16.87
	July 2023		JUNE 2022	
Urban Response Time - Goal - 90% within 9 min or less	93.9%		92.7%	
Rural Response Time - Goal - 90% within 15 min or less	93.8%		100%	

Staff Training

Type	July 2023	YTD
Recruit /Probationary	39.3	898.25
Fire Suppression	150.55	2,001.95
EMS / Medical Related	152.8	1,194.25
Technical/Rescue	4	102.3
Driver/Operator	4	395
Professional Development/Leadership	3	652.3
Paramedic Program	0	1,480
Totals	353.65	6,724.05

Vehicle & Equipment Maintenance

	July 2023	YTD
Fire Vehicle Miles Driven	1,780	19,260
Ambulance Miles Driven	10,838	88,762
Total Miles Driven	12,618	108,022
Work Orders Completed (PPE,Vehicles,Equip.)	398	3,039.10
Gallons of Diesel Fuel Dispensed	1,458	10,940.00
Gallons of Gasoline Dispensed	1,856	13,979.10
Total Gallons of Fuel Dispensed	28	174

Prevention, Education and Outreach

	JUNE 23	YTD		JUNE 23	YTD
Fire Inspections	35	157	Plan Reviews/Site Visits	103	177
Fire Reinspections	13	58	Fire Investigations	6	40
Educational Events	9	33	Permits Issued	55	875

Public Safety / Muscatine Police Department



July 2023 Updates



- Department completed CALEA onsite for continued accreditation.
- Officer Cabrera presented evidence collection and crimes scene investigations to 3rd and 5th graders of Muskie SPARKS program.
- Assistant Chief Snider and Detectives Raisbeck, Jensen and Sink gave residents of Pearl City Place a guided tour of Downtown Muscatine.
- Coffee with a Cop was held at McDonald's on July 27th.
- Department members had some fun working different aspects of RAGBRAI

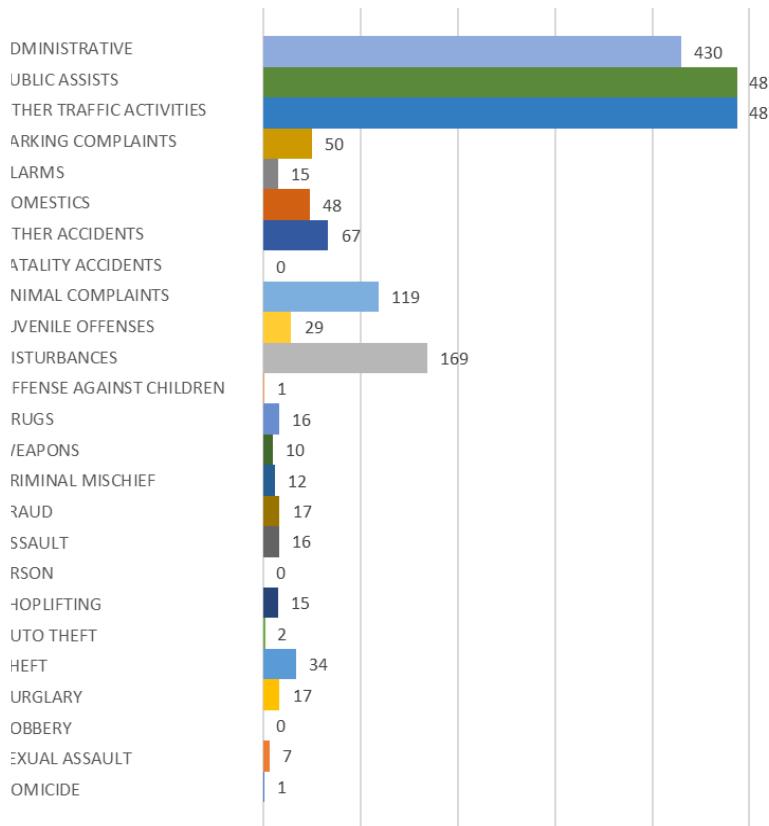
Staffing Updates

- Officer Reddick completed FTO and is on solo patrol.
- Recruit Z. Mullen getting closer to graduating ILEA.
- Recruits Orbaker and Nardini currently 2 months into CRPD Academy.
- Thanks to all staff that adjusted their schedules to work RAGBRAI to assist in reduced overtime costs.

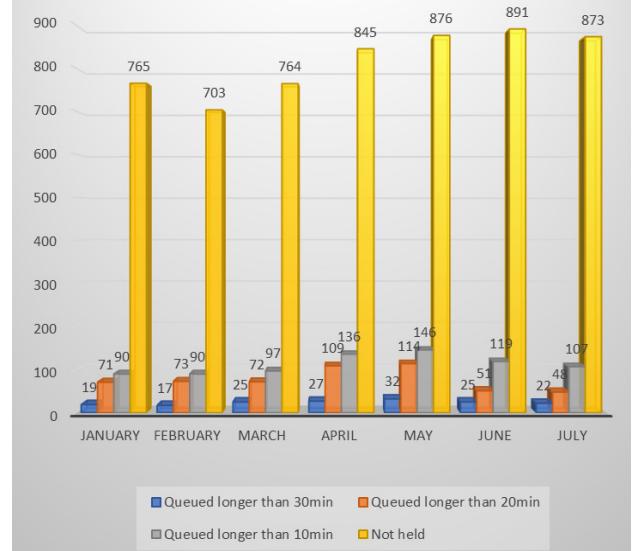


Public Safety / Muscatine Police Department

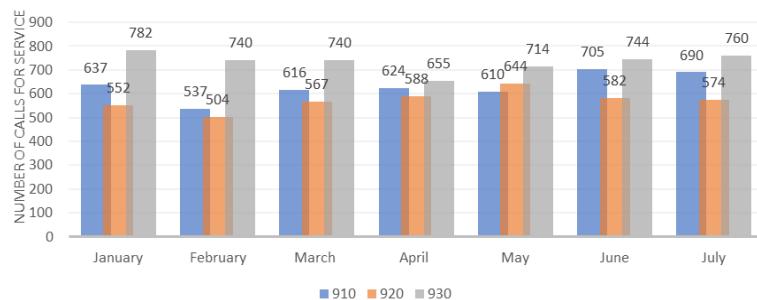
Muscatine PD Calls for Service-July 2023



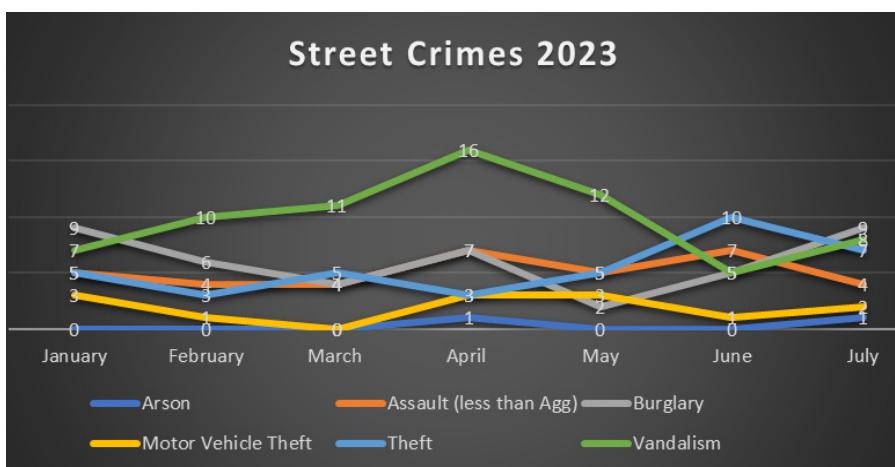
Police Calls in Queue 2023



Police Services per Beat 2023



Street Crimes 2023





Musser Public Library

THE STORY OF JULY 2023

PEOPLE LOVE WHAT WE DO AND WE LOVE SHARING THAT WITH YOU!

Summer Reading 2023 brought scads of kids and their families to Musser Library, not to mention one live owl, 5 artistic cockatoos, 5 life-sized dinosaurs, and approximately 66.5 million tiny bubbles. Plus, we enjoyed continuing the partnership with Parks and Rec, tallying up both minutes of reading and hours outside. Does summer really have to come to an end?

Yours, the Library Staff

WE GREETED 12,092 PEOPLE THIS MONTH.

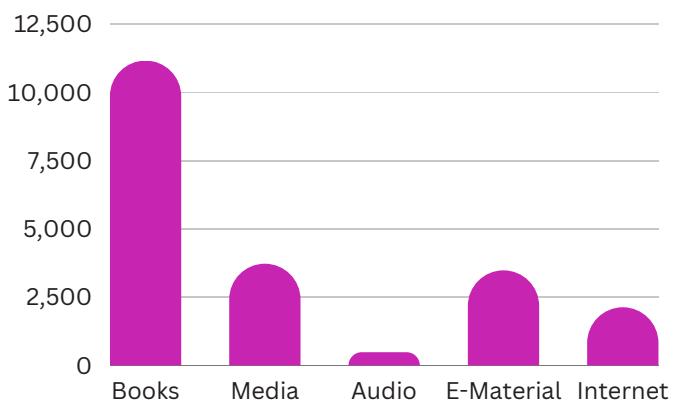
559 OF THEM USED OUR MEETING ROOMS AS GATHERING SPACES.

PEOPLE CAME TO OUR PROGRAMS FOR ALL AGES. WE HAD 53 PROGRAMS THIS MONTH!



PHONE: (563) 263-3065
WWW.MUSSERPUBLICLIBRARY.ORG

This month, people checked over 20,000 items in the library and online.



PEOPLE ASKED US A LOT OF QUESTIONS.



WE ANSWERED 506 QUESTIONS THIS MONTH.

YOU CAN ORDER PHOTO PRINTS FROM OUR COLLECTION. ASK US HOW!

AND WATCHED US ON TV.

Channel 5 is taking a brief hiatus in August. Even though there's not as much new stuff, there are over 800 shows available for streaming and On-Demand.



The Summer Reading Program is all done for this year!

Kids read a whole lot of books coming up to 401,182 minutes read over two months!

PEOPLE VISITED US ONLINE, TOO.

OUR DATABASES WERE USED 6,040 TIMES.

WE HAD 7,321 VISITS TO OUR WEBSITE.

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.

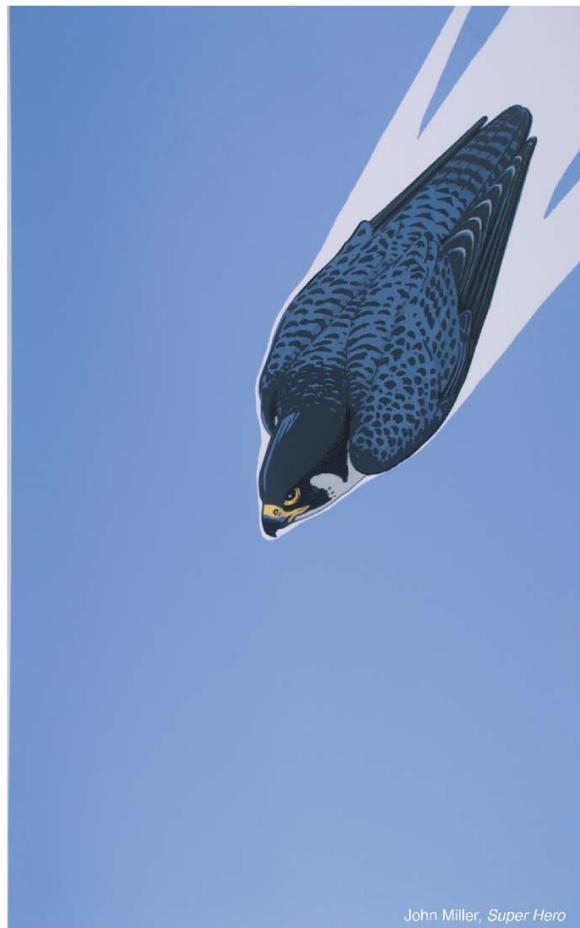
EXHIBITIONS

47 Annual Juried Exhibition

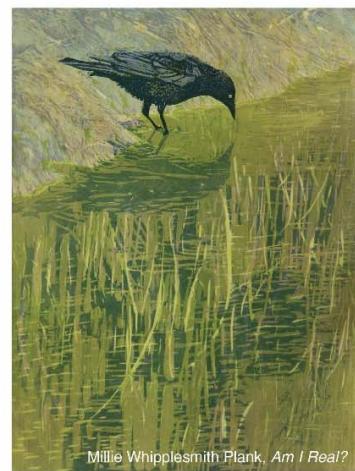
by the Leigh Yawkey Woodson Art Museum



Denis Clavreul, *Black-tailed Godwits Flight*



John Miller, *Super Hero*



Millie Whipplesmith Plank, *Am I Real?*



Rebecca Korth, *Swallow Clementines*

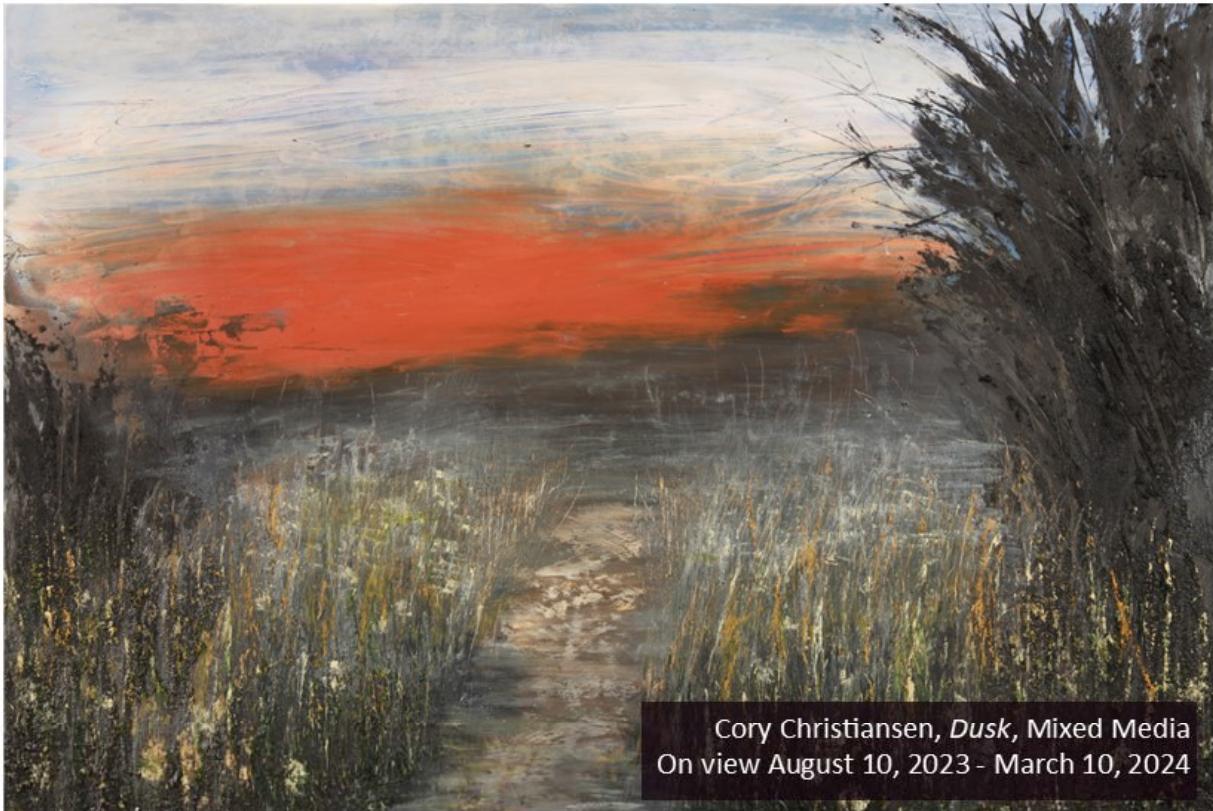
Birds In Art

On View at the Muscatine Art Center
June 1 — September 10, 2023

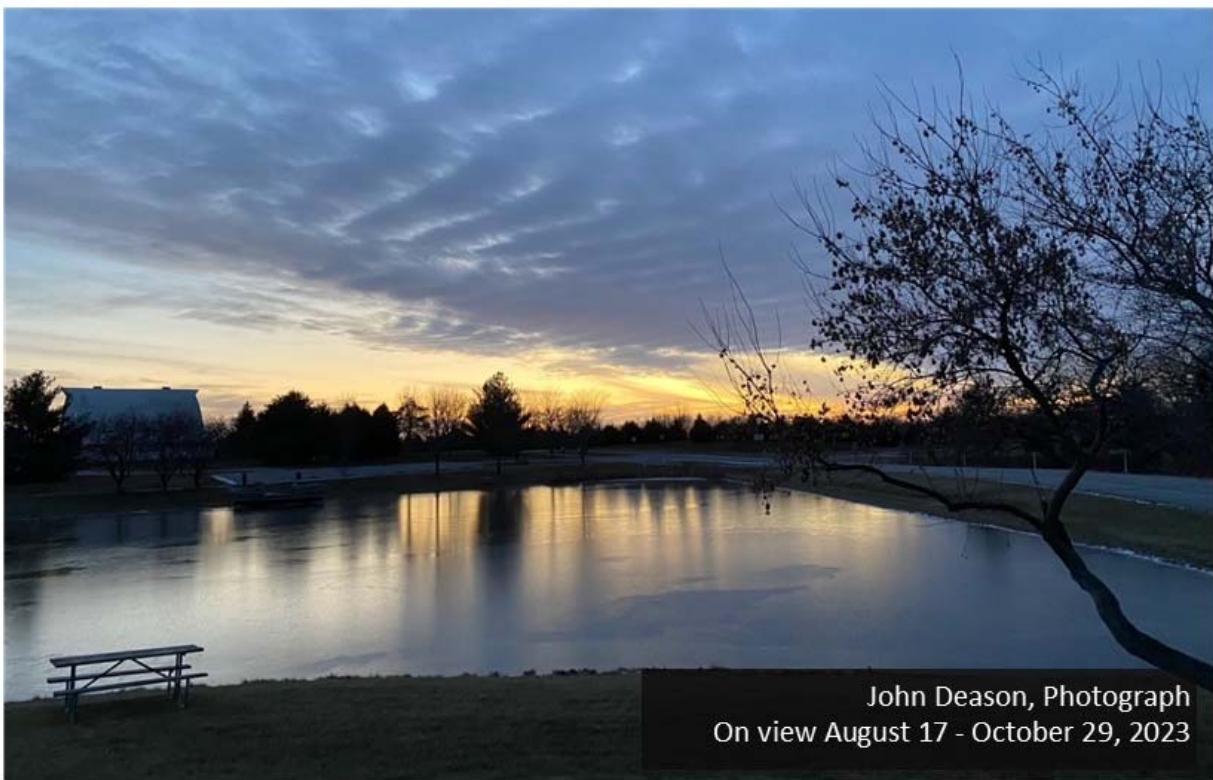


Cory Christiansen ♦ John Deason
Reception: August 20, 1:30 - 3:00 p.m.

MUSCATINE
ART
CENTER



Cory Christiansen, *Dusk*, Mixed Media
On view August 10, 2023 - March 10, 2024



John Deason, Photograph
On view August 17 - October 29, 2023

Muscatine Community Stage



Thursday, August 17, 2023

5:30 - 7:00 pm

Brad Burns Performing Arts Park
Muscatine Art Center
1314 Mulberry Avenue

Interested in sharing a story or song?
Text Ed Chamberlin, 563.260.3508

FREE ADMISSION

- ★ Emerson Taylor's Songwriting 101
- ★ Stephanie Vallez & Eulenspiegel Puppets
- ★ Community Art Project

SCHOOL SUPPLY DRIVE
PAPER GOODS & FOOD PANTRY DRIVE



fr|ends
of the muscatine art center

Fundraising at Applebee's

Tuesday, August 29, 2023
11 a.m. - 11 p.m.

Join us at Applebee's & support educational programs at the Muscatine Art Center!

Order from Applebee's special menu on **August 29th**, and Friends of the Muscatine Art Center will receive a percentage of each purchase.

Stop in between 11 a.m.-2 p.m. or between 4-7p.m. to visit with members of the Friends board!

Call 563-263-8282 for details or visit www.muscatineartcenter.org.

UPCOMING CLASSES and ACTIVITIES

mini masters *Free 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 most Wednesdays from 9:30 - 10:15 a.m. and Thursdays from 3:30 - 4:15 p.m. Classes are FREE! Call 563-263-8282 to register. The theme for August is "Nature Time", and the theme for September is "Elements of Art".

Free Workshops for Kids

Gene Davis Color Field Painting – Saturday, August 12, 1:30 – 2:30 p.m. (AGES 7+)

Join Miss Julie to celebrate American artist Gene Davis by creating a color field painting in his style...on the sidewalk! In case of inclement weather, we will do a color field collage inside. Register by August 11.

Manga Portraits with Miss Heather – Saturday, August 19, 1:30 – 3:00 p.m. (AGES 8+)

Manga are comics or graphic novels originating from Japan. Most Manga conform to a style developed in Japan in the late 19th century, and the form has a long history in earlier Japanese art. The term Manga is used in Japan to refer to both comics and cartooning. In this workshop, kids will create portraits in the Manga style. Register by August 18.

Free Teen Workshop

Washer Pendant or Keychain – Saturday, August 26, 1:30 – 2:30 p.m. (AGES 13+)

Turn a simple metal washer into a colorful pendant or keychain using paints and embellishments. Register by August 25.

Adult Studio

Red Barn Studio: Painting the Sunshine – Sunday, August 27, 1:30 – 2:45 p.m.

Learn how to paint the beautiful sunshine as it filters through the trees using muted watercolors. Fee is \$15 or \$13.50 for Friends members. No experience necessary. Register by August 25.

Gelli Printing with Heather Seibel – Thursday, September 7, 5:15 – 6:45 p.m.

Gelli printing uses a flexible plate to create textures and layers of colors without the use of a printing press. Come try out this unique art form and create a beautiful monoprint. Fee is \$15 or \$13.50 for Friends members. No experience necessary. Register by September 6.