

Function:
General Government

Department:
Legislative and Council

Activity:
Mayor and Council

GENERAL INFORMATION

The City Council is the legislative branch of the Muscatine City government. All policy-making decisions affecting City government are determined by the City Council and adopted by formal ordinance, resolution, or motion. The presiding officer of the City Council is the Mayor. The Mayor and Council have joint responsibility for appointing all the Boards and Advisory Commissions of the City as well as the hiring and termination of the Fire Chief and Police Chief. There are nineteen (19) different Boards and Advisory Commissions who assist the City Council in formulating the programs and services provided to the citizens of Muscatine. The City Council hires the City Administrator to carry out the day-to-day administration of the City and to administer and implement the policy directions as adopted by the City Council.

CURRENT TRENDS AND ISSUES

The 2011/2012 revised estimate is under the budgeted amount by \$3,300 due to a reduced allocation for auditing services. The General fund portion of the annual audit cost is charged to this budget. While the total cost for the audit increased per the audit agreement, the portion allocated to enterprise and grant funds was higher than originally estimated.

The 2012/2013 budget is the same amount as the original 2011/2012 budget. This budget includes \$24,000 for the estimated General fund portion of the annual audit. The audit for the year ended June 30, 2012 will be the fourth year of a five year agreement with McGladrey & Pullen for audit services.

PERFORMANCE MEASURES

	Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Estimated 2011/2012	Estimated 2012/2013
Regular Council Meetings	24	24	24	24	24
In-Depth Meetings	9	10	9	10	10
Budget Meetings	9	9	10	9	9
Other Meetings	2	3	3	3	3
Joint Meetings:					
County Board of Supervisors	1	2	0	0	1
Muscatine School Board	0	0	0	0	1
GMCCI (Greater Muscatine Chamber of Commerce and Industry)	0	0	0	0	1
Muscatine Power & Water	0	0	0	0	1

OBJECTIVES TO BE ACCOMPLISHED IN 2012/2013

Mission Statement

The City of Muscatine's mission is to provide high quality, effective municipal services; excellent customer service; and sound fiscal management. We engage our community, producing results designed to enhance the well-being and quality of life for our residents and businesses. We are advocates for the City of Muscatine, valuing its history and working to shape its future.

Five-Year Goals (Long-Term Goals)

- Develop effective economic development strategies to encourage local investment and partnership.
- Pursue voluntary and 80/20 voluntary annexation opportunities, specifically North along Hwy 38 and East along Hwy 22. (Under the Iowa Code if at least 80% of affected property owners are in favor of annexation, it is considered a non-consenting voluntary annexation.)
- Monitor the long-term plan to eliminate the accumulated deficit in the landfill fund.
- Work with the County, School District, Muscatine Power and Water (MPW), and Chamber to combine services or cooperate where feasible and appropriate.
 - Work to meet a minimum of once per year with the above entities.

Policy Agenda 2011-2013

Top Priority

- Position the City to address the potential shortfall in revenue from the potential loss of commercial property taxes during the next legislative session.
- Develop a citywide comprehensive plan incorporating Iowa's Smart Planning Principles.
 - Public engagement. April 2012
 - Draft Comprehensive Plan. September 2012
 - Final Comprehensive Plan. December 2012
- Utilize National Citizens Survey (NCS) results for policy and budget decisions.
- Develop policies/incentives to encourage in-fill opportunities within the city limits.
 - Present a housing tax abatement plan to the City Council. June 2012
 - Present a historical housing tax abatement plan to the City Council. June 2012

High Priority

- Provide for the City's existing levels of service.
- Prioritize and determine funding sources for capital projects identified in the 5-Year Capital Improvement Plan and for the Combined Sewer Overflow (CSO) program.
- Request an extension from the EPA of the City's CSO program. June 2012
- Community Development:
 - Work with the Chamber to implement the economic development strategic plan.
 - Working with the Chamber, implement a sustainable Economic Gardening program. Educate the community on Economic Gardening as an economic development tool to grow local businesses and promote entrepreneurship. Identify resources to sustain a program to provide for this long-term economic development strategy. September 2012

Management Agenda 2011-2013

The 2010-2012 Management Agenda was also established. These issues represent short-term projects for the City Administrator and City of Muscatine staff. Included in the Management Agenda are items that are considered major projects that involve significant city resources and may span more than one year for completion

Top Priority

- Maintain and continually improve the City's new website and maximize its potential as a resource for public communication.
- Complete an update of the City Code. December 2012
- Complete a rewrite of the City's 1974 zoning ordinance following completion of the Comprehensive Plan. December 2013

High Priority

- Evaluate staffing needs and funding mechanisms.
- Evaluate establishing a formal "Lean" program with the City and joining the ILC (Iowa Lean Consortium).
- Provide for ongoing maintenance of the pavement management program
- Complete the following Capital Projects:
 - Cedar Street Reconstruction and Trail project – Utility Relocation portion of project in 2012
 - Colorado/Harrison Street Reconstruction in 2012
 - South End Fire Station 2012
 - Mad Creek Levee Project 2012
 - Mississippi Drive Corridor Study 2012
 - Hwy 38/61 Connector Road Study. 2012
 - Soccer Phase 3 (Committee, Plan, and Fundraising)

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	Actual 2009/2010	Actual 2010/2011	Budget 2011/2012	Revised Estimate 2011/2012	Budget 2012/2013	Percent Change
Expenditure Summary						
Personal Services	\$ 36,923	\$ 37,702	\$ 38,000	\$ 38,000	\$ 38,000	0.00%
Commodities	1,788	563	800	800	800	0.00%
Contractual Services	30,950	32,782	34,000	30,700	34,000	0.00%
Capital Outlay	-	-	-	-	-	
Transfers	-	-	-	-	-	
Total Expenditures	\$ 69,661	\$ 71,047	\$ 72,800	\$ 69,500	\$ 72,800	0.00%
Funding Sources						
General Revenues	\$ 69,661	\$ 71,047	\$ 72,800	\$ 69,500	\$ 72,800	0.00%

Personnel Schedule						
	Actual 2009/2010	Actual 2010/2011	Budget 2011/2012	Revised Estimate 2011/2012	Budget 2012/2013	Budget Amount 2012/2013
Part Time Positions:						
Mayor	1	1	1	1	1	
Councilmembers	7	7	7	7	7	
Total	8	8	8	8	8	\$ 34,500
Employee Benefits						3,500
Total Personal Services						\$ 38,000