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## City Administrator Report to Mayor & City Council

June 26, 2015, Edition No. 179

### WEEKLY UPDATE:

1. Mississippi Drive: We plan to have the Bolton-Menk and Blue Zones contracts on the agenda for July 2nd to get the project moving forward. We have begun to meet with stakeholders to begin working out many of the "moving parts" related to this very complicated project. We continue to coordinate with the Merrill Hotel, MPW and CP. Staging will be a critical component to this project. As part of the discussion, the Hotel has requested the establishment of a RR Quiet Zone. The CP submitted the preliminary application to the state and the final application is due June 30th. Funding is 90/10 and out 18-24 months. The 10% local match is to be the Hotel's responsibility. This can be accomplished through a few ways and may include the City reducing the amount of our first TIF payout. Our plan is to submit the application by June 30th (with the hotels written consent/commitment) and bring forward either a resolution amending the TIF agreement or create a separate side letter of agreement that allows the City to withhold the match from the first TIF payment.
2. IEDA: Attached is the proposed Reinvestment District Contract between the City of Muscatine and IEDA. This will be on the next agenda for Council approval. The next step will be to enter into an agreement with the hotel addressing the hotel/motel and sales tax payment received by the city (to be paid to the hotel). This agreement is required by the IRD program. I have submitted a copy of the IRD ordinance to the Iowa Department of Revenue per code requirements.
3. Iowa League Annual Meeting: Attached is the flier for the Iowa League Annual Conference meeting in Cedar Rapids.
4. Trail: Staff has worked out the details of the final trail alignment and plans to present the trail alignment at the 7/9 in-depth session. Andrew will be presenting the City's CAT grant update at the 7/8 CAT Grant meeting in Dubuque.
5. Fire: Please see the attached fireworks safety press release provide by the Muscatine Fire Department.
6. MUSCOM: Matt Shook (EMC) was hired as the Communications Manager at Thursday night's MUSCOM meeting. This is subject to working out the details with EMC as Matt is presently in a 40-hour position with EMC. This plan takes 2 40-hour positions and combines them with an increase to be determined by the MUSCOM and EMC Boards. I have not heard if additional part-time staff will be required to meet the demands of both positions. Matt will also be taking the lead on the radio bids.

## REINVESTMENT DISTRICT CONTRACT

**CITY: Muscatine**

**CONTRACT NUMBER: 15-RD-002**

**AWARD DATE: March 27, 2015**

**MAXIMUM AWARD AMOUNT: \$10,000,000**

**COMMENCEMENT DATE: July 1, 2017**

**TERMINATION DATE: July 1, 2037**

This **REINVESTMENT DISTRICT CONTRACT** is made by and between the **Iowa Economic Development Authority** ("IEDA" or "Authority"), 200 East Grand Avenue, Des Moines, IA 50309 and the **City of Muscatine** ("City"), 215 Sycamore Street, Muscatine, IA 52761.

The City hereby acknowledges that, on the Award Date, the Iowa Economic Development Board ("Board") approved the City's application to establish a reinvestment district ("the District") pursuant to *Iowa Code Chapter 15J*, the "Iowa Reinvestment Act." The City's Reinvestment District Final Application ("Final Application"), including the detailed district plan describing the Projects to be completed ("District Plan"), as approved by the Board, is incorporated herein by reference as Exhibit A. Due to its size, Exhibit A will not be attached to this Agreement, but will be kept on file at Iowa Economic Development Authority ("IEDA"). Exhibit B, District Description and Allocation of Funds, and Exhibit C, City's Estimated Tax Revenue Projections, are attached hereto and incorporated herein by reference.

The City and IEDA agree to the following terms:

1. Definitions of words and phrases used herein, including but not limited to "Project", "State Hotel and Motel Tax", "State Sales Tax", "New Lessor", and "New Retail Establishment" and other applicable terms mean the same as in 261 IAC 200.

2. The date upon which the calculation of new State Sales Tax and new State Hotel and Motel Tax revenue shall begin ("Commencement Date") is **July 1, 2017**.

3. The City may adopt an ordinance establishing the District and shall notify the Director of the Iowa Department of Revenue ("IDR") of the Commencement Date no later than 30 days after the adoption of the ordinance. The ordinance shall include the information set out at *Iowa Code* section 15J.4(4).

4. The City shall not modify any Project described in the District Plan or add any Project to the District Plan without prior Board approval. If a requested plan amendment would reduce capital investment in the District or remove one or more of the projects originally approved for the District, the Board in its discretion may reduce, rescind, or otherwise modify the maximum benefit amount accordingly. In determining whether to approve a plan amendment that includes a modification to an existing Project or the addition of a new Project, the Board shall consider the scoring criteria in 261 IAC 200.6 as well as the amount of indebtedness incurred by the City in furtherance of the Project and the potential impact on covenants or other financial commitments

made in reliance on the projected receipt of State Sales Tax revenues or State Hotel and Motel Tax revenues by the City. If modification to or addition of a Project is approved, and the modification or addition changes financial information set out in the District Plan and any ordinance the City adopted to establish the District, the City shall amend the ordinance to reflect any changes to financial information.

5. The City shall assist the IDR in identifying New Retail Establishments in the District that are collecting State Sales Tax and new lessors in the District that are collecting State Hotel and Motel Tax. This process shall be ongoing until the City ceases to utilize State Sales Tax revenue or State Hotel and motel Tax revenue under Chapter 15J, or until the District is dissolved.

6. The maximum amount of State Sales Tax revenues and State Hotel and Motel Tax revenues that may be remitted to the City's reinvestment project fund created pursuant to *Iowa Code* section 15J.7 ("City's Fund") is **\$10,000,000**. A copy of the City's estimated new State Sales Tax revenues and estimated new State Hotel and Motel Tax revenues for the District is included as Exhibit C. Exhibit C is included for reference only. The amount of funds remitted to the City will be based on actual tax revenues within the District.

7. Following establishment of the District, the City may use moneys deposited in the City's Fund to fund the development of Projects included within the District Plan. The City shall use funds received in accordance with the District Plan, as summarized in Exhibit B, District Description and Allocation of Funds.

8. Following establishment of the District, the City shall, on or before October 1 of each year, submit a report to the Board detailing all of the following:

- a. The status of each Project undertaken within the District in the previous twelve months.
- b. An itemized list of expenditures from the City's Fund in the previous twelve months that have been made related to each Project undertaken within the District.
- c. The amount of the total cost remaining for each Project undertaken within the District as of the date the report is submitted.
- d. The amounts, types, and sources of funding used for each Project undertaken within the District in the previous twelve months.
- e. The amount of bonds issued or other indebtedness incurred for each Project undertaken within the District in the previous twelve months, including information related to the rate of interest, length of term, costs of issuance, and net proceeds.
- f. The amounts of types of moneys to be used for payment of bonds or indebtedness.

9. The City is bound by all statutes and rules that pertain to reinvestment districts.

10. The City acknowledges that failure to comply with any provision of this agreement, or with any of the statutory or administrative code provisions governing administration of the program, may constitute an event of default. Whether an act or omission constitutes an event of default and whether such an event of default has been or can be cured shall be determined by the IEDA in its sole discretion. An event of default may result in the modification, cessation, deferral, or termination of the benefits of the Reinvestment District Program. IEDA may provide notice of a material, uncured event of default to the Iowa Department of Revenue.

**FOR IEDA:**

BY:

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Deborah V. Durham, Director

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Date

**FOR CITY:**

BY:

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Signature

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Typed Name and Title

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Date

Exhibit A

City's Reinvestment District Final Application (on file with IEDA)

**EXHIBIT B**  
**District Description and Allocation of Funds**

**Recipient:** Muscatine  
**Contract Number:** 15-RD-002  
**Award Date:** March 27, 2015

**Commencement Date:** July 1, 2017  
**Termination Date:** July 1, 2037

**District Description:** The Muscatine Reinvestment District includes the construction of a hotel, convention center and parking facility in downtown Muscatine.

<b>Project</b>	<b>Project Description</b>	<b>Reinvestment Project Fund Allocation</b>
Hotel Stanley and Conference Center		\$10,000,000 (100%)
<b>TOTAL ALL PROJECTS</b>		\$10,000,000

**Note:**

The Reinvestment Project Fund Allocation amounts are estimates based on the maximum award amount. Fund allocations shall be made in proportion to the allocation described in the District Plan approved by the Board and noted as percentages above.

**Exhibit C**  
**City's Estimated Tax Revenue Projections**

*The Iowa League of Cities invites you to*



**Cedar Rapids**

**CELEBRATING**

**Cities**

September 23-25, 2015

**ANNUAL CONFERENCE & EXHIBIT**

*First class training and networking for  
appointed and elected officials.*



[www.iowaleague.org](http://www.iowaleague.org)

## → Lodging **NEW!**

### **Register to receive housing information.**

Attendees are responsible for their own housing reservations and must submit a conference registration BEFORE making a reservation within the League's room block at any hotel. We recommend registering for conference and making hotel reservations early because rooms are limited and may fill before the room blocks close on August 23.

Only city officials who are registered for conference and their guests will be allowed in our block. To ensure delegates receive a room in nearby hotels, we ask that attendees respect our policy and not share housing information with non-registered city officials or vendors. After registering online, you will receive a receipt, followed by a separate email containing housing and other pertinent registration information.

## → Registration Add-Ons

### **Networking Best Ball Tournament**

*Wednesday, Sept. 23, 10 a.m. - 3:30 p.m. | Pre-Register*

Connect on the green with city officials and exhibitors. Shotgun start begins at 10 a.m. with registration opening at 9 a.m. Groupings are done by handicap, and the \$85 registration fee includes greens fees, shared cart, lunch and prizes. Flight winners will be announced at the Welcome Reception later that evening, pin winners will be announced at the course after the round.

### **Annual 5K Run/Walk**

*Thursday, Sept. 24, 7 a.m. - 8:30 a.m. | Pre-Register*

Start your day with a fun 5K run or walk around Cedar Rapids. Anyone is welcome to join, but attendees who register before August 21 will receive a free shirt. A light breakfast will follow the free event.

### **Ride CR Bike Tour **NEW!****

*Wednesday, Sept. 23, 10:30 a.m. - noon | Pre-Register*

BYOB-Bring Your Own Bike (& helmet) and join the city of Cedar Rapids and the Corridor Metropolitan Planning Organization on a bike ride through the heart of the city. Starting at the recently renovated NewBo City Market the metro's multimodal transportation planner will guide you through three of Cedar Rapids' most dynamic neighborhoods. Stops will include Downtown Cedar Rapids, Czech Village and the NewBo neighborhood.

In total the ride will traverse just over 5 miles at a leisurely pace through the city's core; cyclists of all levels are welcome. More information is available at [www.iowaleague.org](http://www.iowaleague.org). Space is limited, so register early.

## → Mobile Workshops

### **How Alternative Fuel Vehicles are **M****

#### **Changing the Way Cities Get the Job Done**

*Wednesday, Sept. 23, 1:30 - 4:30 p.m. | Pre-Register*

This workshop offers attendees a chance to discover how cities can use alternative fuel vehicles and a chance to see different types up close. Alternative fuel vehicles offer cities a way to operate more efficiently and gain stability over fuel costs, while also being better for the environment and promoting green practices in the community. However, selecting the right type of vehicle for your city may present challenges as each city may have different needs for their own fleet. Learn about the various alternative fuel vehicles used to perform city services and then hop on the bus to check them out and see a demonstration.

### **The Dramatic Recovery of Cedar Rapids' **M** City Facilities After Historic Flood**

*Thursday, Sept. 24, 8 - 11:45 a.m. | Pre-Register*

Since the historic flood of 2008, Cedar Rapids has replaced or renovated more than \$200 million in city facilities, including City Hall, Central Fire Station, Police Station, Public Works, Public Library and Paramount Theatre. This workshop will share the city's facility recovery story that spans a variety of buildings - from a \$5 million Animal Care & Control facility to a \$45 million public library and everything in between. Various complexities will be explored, including local, state and federal funding mechanisms. Attendees will also hear about design, construction, sustainability and end-user experiences, including how the buildings serve the public. A driving tour of the buildings will include several stops so attendees can take a look inside.



This is just a glimpse of everything the event offers.

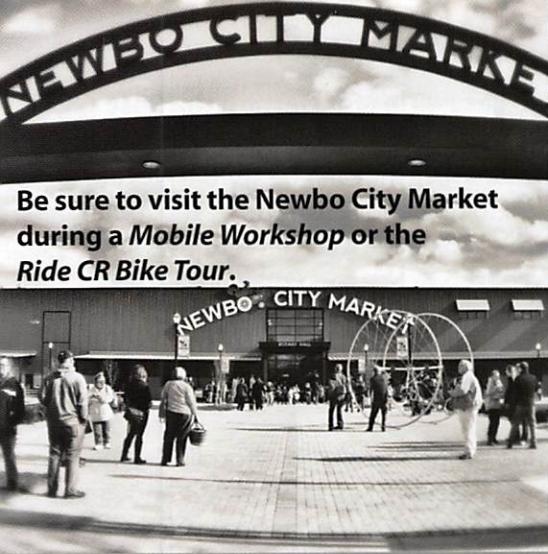
Visit [www.iowaleague.org](http://www.iowaleague.org)  
for up-to-date information.

## → CEUs Available

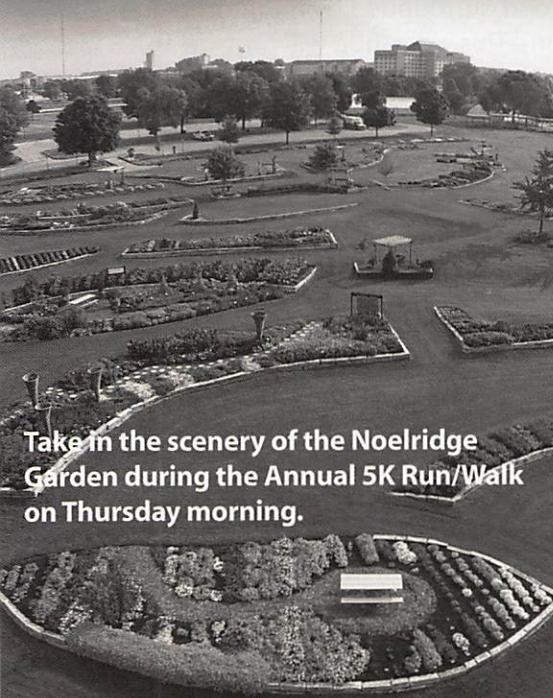
Receive certification hours for the Iowa Municipal Finance Officer's Association (IMFOA) Certification Program when you attend. Specific workshops may qualify for Continuing Legal Education. Check our Web site for updates.

## New This Year

- Register first to receive housing information.
- Ride CR Bike Tour.  
(Don't forget your bike and helmet!)



Be sure to visit the Newbo City Market during a **Mobile Workshop** or the **Ride CR Bike Tour**.



Take in the scenery of the Noelridge Garden during the Annual 5K Run/Walk on Thursday morning.

## → **Mobile Workshops** (continued)

### **Putting Down Roots - A Comprehensive Housing Strategy in Cedar Rapids** M

*Thursday, Sept. 24, 2:15 - 3:15 p.m. | [Pre-Register](#)*

The 2008 flood in Cedar Rapids had a dramatic effect on housing and neighborhoods. With flood waters reaching well beyond the 100-year and 500-year flood plain, over 5,100 residential parcels were impacted and over 1,300 parcels were ultimately acquired and demolished as part of a Voluntary Acquisition Program. The removal of so many homes only exacerbated a shortage of affordable and workforce housing that the city had been working to remedy before the flood. As a result, the city has implemented a comprehensive approach to replacing housing and restoring neighborhood vitality, which will result in the creation of over 1,700 new housing units by 2016. Workshop participants will have the opportunity to tour a variety of housing improvement projects and learn about the funding strategies and approach to public input that have made the housing recovery a success in Cedar Rapids.

### **Tour of Flood Protection and Greenway Improvements in Cedar Rapids** M

*Thursday, Sept. 24, 3:30 - 4:30 p.m. | [Pre-Register](#)*

On June 13, 2008, the Cedar River crested to its highest level in Cedar Rapids history, 31.12 feet. The previous record reached only 20 feet. The flood waters penetrated 10 square miles or 14 percent of the city, impacting thousands of homes, businesses and city facilities. As a result, the city has made huge strides in its recovery efforts as well as planning for a flood control system of levees, floodwalls, gates and pump stations to protect the city. In addition, the city has enhanced the Cedar Rapids Greenway, a collection of riverfront parks totaling 130-acres on the west shore of the Cedar River comprised of previously existing park properties and properties acquired by the city. The park enhancements will encompass the city's flood protection system while introducing both natural/passive landscapes and active recreational assets to increase the vitality of this area, serve as a landmark destination for the city, and provide connectivity for the length of the river from the north end of the Time Check neighborhood to the south end of Czech Village.

**A Advanced** → Planned with the seasoned city official in mind.

**C City Clerk** → The needs of city clerks were on our mind when we planned this event.

**E Economic Development** → Information contains an economic development angle.

**I Interactive** → Includes a topic overview and lots of time for you to contribute content.

**M Mobile** → An off-site workshop or event for which the League provides transportation.

**S Small City** → Suggested workshops for delegates from small cities.

## → Wednesday, Sept. 23

**Networking Best Ball Tournament** | 10 a.m. - 3:30 p.m. | **Pre-Register** (Learn more in the add-ons section)

**Ride CR Bike Tour** | 10:30 a.m. - noon | **Pre-Register** (Learn more in the add-ons section)

**Workshops** | 1:30 – 4:30 p.m.

### Running Water

A wide-ranging discussion on utility and environmental topics important to city officials: maintaining a viable drinking water system; asset management for wells, towers and meters; wastewater best practices and emerging issues; and effective stormwater quality practices. Utility experts will provide information on laws and best management practices.

### Strategies for an Active and Engaged Community

This workshop will focus on three components of citizen engagement that cities can use to bolster their efforts and improve how they connect with their community: Part I: Drones, Skyping and Twitter...Oh My!; Part II: Put the Spotlight on Citizens for Long Term Success; Part III: Branding Your City: The First Step in Marketing Success.

**First-Timer Orientation** | 4:45 - 5:45 p.m.

Meet other new conference attendees as you learn more about what to expect and how to get the most out of the conference. Veteran attendees are also welcome.

**Red Carpet Event** | 4:30 - 5:30 p.m.

Enjoy classic rock and blues with Cedar Rapids Mayor Ron Corbett and his band, Crankshaft, before the red-carpet Exhibit Hall opens.

**Welcome Reception & Exhibit Hall** | 5:30 - 8 p.m.

Dress in your Hollywood best, and join us for an evening of glitter, glam and glitz. We'll roll out the red carpet Wednesday evening as the spotlight is on exhibitors. See what companies and organizations are offering and how they can help your city become a star.

## → Thursday, Sept. 24

**Annual 5K Run/Walk** | 7 - 8:30 a.m. | **Pre-Register** **M** (Learn more in the add-ons section)

**Workshops** | 8:30 - 9:30 a.m.

### Credit Outlook for Iowa Local Governments

Many local governments use rating agencies to assess their credit worthiness when issuing debt. Learn what criteria is considered and what you can expect during the credit rating process. Also hear about Moody's credit outlook for local governments in Iowa and the nation.

### Hire Hard/Manage Easy – Tips for Getting the Best Employees

**A**

Learn recruitment strategies that can be used by local government officials to hire and retain the best people for positions. All cities will need to recruit for positions at some time, learn best practices and practical advice on the ever changing recruitment process.

### Hometown Pride: Rolling Out the Red Carpet for Your Community

The Hometown Pride program, offered through Keep Iowa Beautiful, focuses on empowering citizens and improving the quality of life in Iowa's communities. We'll explain the role of the community coach and review program methods, technical and funding assistance, leadership development strategies and case studies of current cities in the program.

### I'm in Charge of What?

**S**

City officials have a wide range of duties, some they may not have thought of until it pops on their radar. This workshop will provide a guide to workplace safety for small cities, including how elected officials can understand their responsibilities in managing a safe workplace. Hear strategies on how to improve the safety of your city and foster a healthier, happier and more productive workforce.

### Public-Private Partnerships: An Approach to Economic Development and Meeting Growing Public Infrastructure and Service Needs

**E**

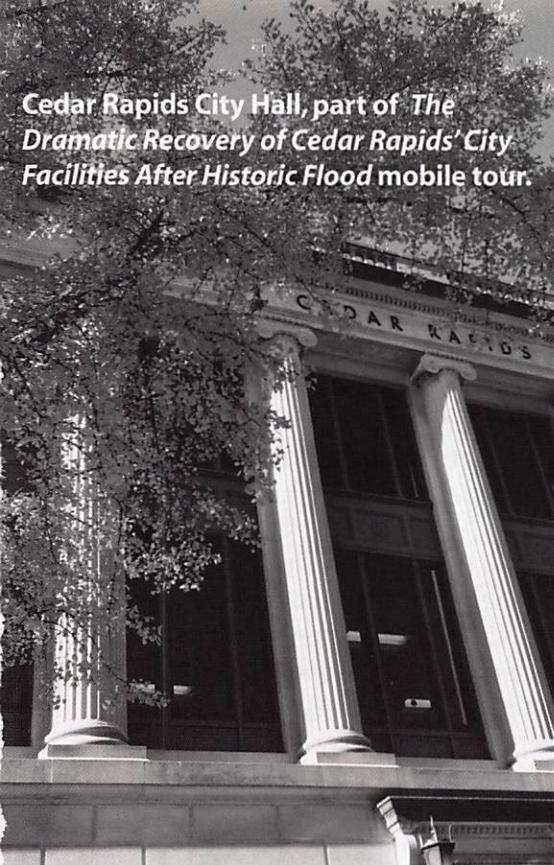
Public-Private Partnerships, or P3s, have emerged as an effective way to offer services in an efficient manner, utilizing the financial and other resources of the private sector. However, P3 arrangements are often misunderstood, surrounded by misinformation and misperceptions. This workshop will provide an overview and the legal framework of P3s, including an explanation of how to use P3s as tools to support economic development and public infrastructure efforts.

### The "Process" of Balancing the City Budget

Since the state legislature implemented significant changes to the ability of cities to generate property tax revenues, city officials are experiencing an ever-increasing challenge in balancing their budgets. This session will demonstrate a proven method to balance the budget using a straight forward and inclusive process that can be easily duplicated in your community.

Find the Workshop Key on page 3.

**Cedar Rapids City Hall, part of *The Dramatic Recovery of Cedar Rapids' City Facilities After Historic Flood* mobile tour.**



New this year, *Ride CR Bike Tour*, plan to bring your bike and tour the city.

Tour the new Public Library and Paramount Theatre since the historic flood.



**Threats to Trees and Tree Management**

Trees Forever and the Iowa DNR Forestry Bureau will provide a primer on how trees function as important components of a city's infrastructure and what threatens them. Presenters will discuss practices and policies that mitigate the impacts of these threats, and funding and resources available for planting and caring for trees and woodlands.

**Exhibit Hall Open** | 9:15 - 10:55 a.m.

Enjoy your morning coffee and pastry while talking with exhibitors and peers in the Exhibit Hall. Take advantage of the last chance to connect with a vendor.

**Workshops** | 10:45 - 11:45 a.m.

**Reslient Cities** S

In order to remain healthy, vibrant, safe and economically competitive cities must be able to anticipate and adapt to all types of change. Resilient communities recover faster and better from natural disasters and other challenges. Learn from past challenges then bounce back faster while being more prepared for the next challenge.

**Connecting the Money: Federal to State to Development on Iowa Brownfield Property** E

This interactive workshop will demonstrate how a city wins federal brownfield grant funding, addresses environmental issues and then leverages the technical results into tangible dollars used by developers as Iowa Brownfield tax credits. Included will be a "walking, talking re-enactment" of a city case study.

**Developing and Maintaining Effective Working Relationships** C I

How effective city officials are at building and maintaining positive relationships largely defines the success of our cities in the short and long-term. Learn how to reduce conflict and strengthen workplace relationships while also sharing your stories and advice.

**It's Not Just for Kids and Geeks: Legal Aspects of Municipal Social Networking**

While the use of social media has several advantages in increasing transparency and greater citizen participation, it also creates a number of potential pitfalls for cities which could lead to First Amendment violations or violations of Iowa's Open Records and/or Opening Meeting laws. To make matters worse, as employers, social media exposes cities to a number of legal claims by employees, such as constitutional claims, discrimination claims and claims under the Iowa Public Employee Relations Act. This presentation will identify these unique issues and provide guidance on how to navigate this area of the law.

**Paving for Progress**

This workshop will illustrate how the city of Cedar Rapids created a pavement management plan for street improvements. The program used pavement data to make more informed decisions on where to focus resources. Regardless of the size of your city, this presentation will outline the importance of prioritizing projects and engaging the public in pavement management.

# → Thursday, Sept. 24 (continued)

## Workshops | 10:45 - 11:45 a.m. (continued)

### The Latest on Iowa's Property Tax System

Changes made to Iowa's property tax system during the 2013 legislative session continue to roll out and impact city budgets. Get the latest on the property tax system and how to best prepare for the future.

### TIF and Economic Development Workshop E

Always a popular topic, tax increment financing and other tools play a key role in economic development efforts. This session will provide guidance on how to effectively use such tools in your community.

### Opening Luncheon | noon - 2 p.m.

Recharge and refuel over lunch. Watch League Weekly and [www.iowaleague.org](http://www.iowaleague.org) for keynote speaker and programming announcements.

### Workshops | 2:15 - 3:15 p.m.

#### 411 Summit

An opportunity for cities that are members of the Municipal Fire and Police Retirement System of Iowa (MFPSI) to obtain up-to-date information on legislation, system investments and future contribution rates.

#### Below 100

Below 100 is a nationwide effort to provide training and guidance on improving the safety of police officers through the reduction and elimination of preventable deaths and injuries. The goal of the program is to reduce line of duty police officer deaths below 100 in a year. While focused on police officers, this training is relevant for all city officials as it offers ways to improve basic safety procedures and create a culture of protecting employees.

### Innovative Parks and Recreation Programs I

This interactive session will feature examples of how different cities have implemented innovative parks and recreation programs and offers attendees the chance to share their city's accomplishments and challenges.

### The Life Cycle of a Capital Project A

Learn how your city can include life cycle costs in planning efforts, including a case study of Grimes' water and wastewater improvements.

Workshops & schedules may change before the September conference.

Visit [www.iowaleague.org](http://www.iowaleague.org) often for updates.

## Secure and Friendly Environments for Cedar Rapids (SAFE-CR) Overview and Implementation

Despite the best efforts of city officials, some nuisance properties remain a challenge to remedy. The SAFE-CR program was developed to not only address nuisance issues through traditional methods, but also encourage a higher quality of life by preserving property values and control the costs of tax payer-funded services such as police, fire and property code enforcement. Hear how the program works through nuisance issues, provides rental business training for property owners and governs mandatory tenant background checks.

### The Art of Downtown Placemaking

Integrating art into the public environment can have a significant impact in developing a downtown's sense of place while also serving as an economic development driver. Hear stories of how cities can include art in their development plans, including replicating terra cotta on historic buildings, blending art in streetscapes and fabricating major installations that reflect the culture and history of a community.

### Workshops | 3:30 - 4:30 p.m.

#### Nuisance Abatement – Keeping Your City Clean I

Learn how cities address junked cars, weeds, dangerous structures and other unsightly or hazardous conditions. The workshop will focus on the development of a strong nuisance ordinance and how to work with property owners.

### Capital Improvement Plans: Providing a Blueprint for the Community

This workshop will discuss how a Capital Improvement Plan (CIP) will help put a city's Comprehensive Plan into action through the budgeting process. Learn how a CIP can reduce duplicate efforts and how a CIP can be used to inform the public of future needs and projects. Former and current city officials share stories on the most effective strategies and how to avoid common mistakes.

### Estimating Long-Term Financial Impacts Resulting from New Development

An important part of determining if a proposed development is a good opportunity for a community is to understand the development's direct long-term fiscal impact on the city. Learn about the basic premises and assumptions used in projecting these impacts.

Find the Workshop Key on page 3.

## **Handling Major Liability Issues**

Cities and city officials face a wide variety of liability issues and must be aware of evolving trends in litigation related to personnel matters and city operations. This session will highlight areas where there has been considerable litigation in recent years, allowing your city to deal with issues before they become costly.

## **Lessons Learned from Elkader's Flood Recovery and Redevelopment** S

The city of Elkader experienced record flooding in 2008. In response, the city developed a planning process to transition the flood-impacted area into significant amenities for the community. Learn how communities can follow a similar process to redevelop areas in need of infrastructure and recreational improvements.

### **Awards Banquet** | 6 - 8 p.m.

And the award goes to...Cities! Enjoy a banquet buffet followed by the presentation of the League's annual All-Star Community Awards, the Legislative Service Awards and other special honors.

### **President's Reception** | 8 - 10 p.m.

Join colleagues and friends at the National Czech & Slovak Museum & Library for this special event to thank League President and Creston Mayor Warren Woods for his service.

## **→ Friday, Sept. 25**

### **Workshops** | 8 - 9 a.m.

#### **Are Your Parks and Playgrounds Safe?**

Given the popularity of parks and playgrounds, it's important that cities ensure they are safe and properly insured. This workshop will detail some of the common types of exposures cities have with parks and playgrounds and what should be done to correct them.

## **Changing the Face of Downtown**

The Iowa Economic Development Authority's Downtown Resource Center assists communities around the state in revitalizing their downtown and commercial districts. Learn the latest trends and hear an overview of state programs designed to assist cities.

## **Improving the Implementation of Public Improvement Projects**

The perception of a project's success can vary greatly between elected officials, staff and the public. How cities deal with project concerns often determines the degree with which the public views your projects as a success. This workshop will detail steps that cities can take to ensure project success in the eyes of all stakeholders.

## **Making Effective Decisions Using Data**

Several obstacles make it difficult to use data to make effective decisions. Learn how you can use an Iowa State University web-tool to easily access complex up-to-date data when discussing issues impacting the city – this includes both financial, economic development, quality of life and health of residents.

## **Much Ado about TIF'ing** I

Tax increment financing (TIF) is a valuable tool for many cities in helping spur development in the community. However, there is sometimes debate over when the tool should be used and how many city resources should be invested in related projects. This interactive workshop will give attendees the chance to share their experiences in using TIF and some of the obstacles they have met.

## **Using State Bids to Maximize Your Purchasing Power** C

Cities and other governments can use bids awarded by the Department of Administrative Services (State bids) to purchase many items. Potentially save money when you learn how you can make it work in your community.

### **Annual Business Meeting** | 9:15 - 10 a.m.

Voting delegates from member cities vote on business items, including the approval of the new League Executive Board members and the League's legislative priorities. All are encouraged to attend.

### **Workshop** | 9:15 - 10 a.m.

## **Effectively Managing Public Records Requests** C

Cities create and possess an incredible amount of records, many of which are open for public review. This session will focus on the mechanics of how cities should handle public records requests, including setting reasonable fees for retrieval and copies, compliance deadlines, working with the public and handling large requests from unknown parties.

### **Closing Brunch** | 10 - 11:45 a.m.

Enjoy a brunch buffet with the newly-elected League Board President. Watch [www.iowaleague.org](http://www.iowaleague.org) and League Weekly for the announcement of the keynote speaker.





Public Safety Building, 312 E. Fifth St.  
Muscatine, IA 52761  
(563) 263-9233  
Fax (563) 263-5534

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**FIRE DEPARTMENT**

## **PRESS RELEASE**

### **Fireworks in the City of Muscatine**

Contact Mike Hartman at 563-263-9233 or [mhartman@muscataineiowa.gov](mailto:mhartman@muscataineiowa.gov) for more information.

#### **Release:**

As the 4<sup>th</sup> of July holiday approaches, many citizens are curious about fireworks regulations and fireworks displays. Fireworks are regulated by Iowa State Code and City Code.

Citizens are allowed to use fireworks such as sparklers, snakes and caps. Local retailers should all be selling only the allowed items – it is illegal for them to sell anything not allowed by law.

Anyone in the City who uses, sells, or possesses any illegal fireworks is subject to civil and criminal citations and seizure of the illegal fireworks.

If you use fireworks this holiday season, please remember that all fireworks can be dangerous, whether or not they are legal. Sparklers burn at about 2000 degrees - hot enough to melt some metals. Keep a bucket of water nearby in case of a fire, as a place to place used sparkler wires, and as a location to place any 'dud' fireworks.

As always, please closely supervise any child who is using any firework, and keep the potential for fire in mind. Stay safe, and have an enjoyable 4<sup>th</sup>.

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES  
MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA**  
**THURSDAY, JULY 9, 2015 10:00 am**

LOCATION: MFPSI OFFICES 7155 LAKE DRIVE SUITE 201, WEST DES MOINES, IA, 50266  
OFFICE PHONE: (888) 254-9200

***PRELIMINARY AGENDA [See Notes 1, 2, 3, 4 below]***

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**MANAGERS**

A. SERVICE FIRMS REVIEW: INVESTMENT MANAGERS

**CONSENT ITEMS**

MINUTES      B. MINUTES AND SCHEDULES  
1. REVIEW & APPROVAL OF MINUTES OF PREVIOUS MEETING(S)  
2. SCHEDULES – CALENDARS – CONTRACT SUMMARY

ACTIVITY      C. BENEFIT ACTIVITY REPORTS  
1. COMMUNICATION PROGRAM ACTIVITY  
2. DROP PROGRAM ACTIVITY UPDATE  
3. SUSPENSION & WITHHOLDING REPORT

PROJECTS      D. DEVELOPMENT PROGRAM REPORTS  
1. LEGISLATIVE REPORT

**DISCUSSION/ACTION ITEMS**

E. FINANCIAL REPORTS  
1. STATUS & ANY PROPOSED MODIFICATION OF THE BUDGET

F. BOARD INQUIRIES & ANY MISC. DISCUSSION ITEMS  
1) Administration Goals  
2) Board Appointment – Senator Schultz

G. DISCUSSION OF LEGAL MATTERS, IMMINENT/PENDING LITIGATION CASES (Veasley, Tribune Company)

- H. CONSIDERATION OF & DETERMINATION ON APPEAL CASE (BURKEN & HANSEN)
- I. INVESTMENT PROGRAM UPDATE
- J. INVESTMENT PERFORMANCE REPORT
- K. BOARD EDUCATION: UNCONSTRAINED FIXED INCOME
- L. STRATEGIC PLANNING
- M. ACTUARIAL ASSUMPTION & METHOD DISCUSSION

NOTES: 1) Subject to additions & modifications as topics develop. At the discretion of the Chairperson of the Board, the scheduling of individual subjects during the meeting may be adjusted to facilitate the efficient utilization of time. 2) You are hereby notified that the above named public body will hold a meeting at the dates, time and place specified. A vote may be considered to go into closed session pursuant to Iowa Code 215(c)(f). 3) Consent Agenda: Subjects that require only consent or approval by the Board of Trustees, including informational topics. Subjects upon which information is provided for the Board but which will not be reviewed at the Board meeting except at the request of an individual Board member or the administration. 4) The Board of Trustees will work through the agenda until completion. Breaks will occur periodically as deemed necessary by the Board chairperson.

NEXT BOARD MEETING: AUGUST 27, 2015



[www.iowadot.gov](http://www.iowadot.gov)

**Office of Rail Transportation**

800 Lincoln Way | Ames, IA 50010

Phone: 515.239.1549 | Email: [james.gibson@dot.iowa.gov](mailto:james.gibson@dot.iowa.gov)

June 15, 2015

Ref: City of Muscatine  
U.S. DOT crossing No. 607204S & 607206F

Gregg Mandsager  
City of Muscatine  
215 Sycamore Street  
Muscatine, Iowa 52761

Dear Mr. Mandsager:

Enclosed are project funding applications for the installation of flashing lights, four quadrant gates and prediction circuitry that were sent to the Department for funding under the Section 130 program.

According to the requests, the railroad has proposed the City would be participating by paying 10% of the costs. This will require an official signature if the City concurs with the railroad's proposal. If not, please contact Ed Oom of the Canadian Pacific Railroad, Suite 9126, 120 South Sixth Street, Minneapolis, Minnesota 55402. (612) 330-4553

After your negotiations are complete for the 10% match contribution, please sign and return the enclosed funding applications to this office. Please include a signed Minority Impact Statement which is required with every project funding application. The form can be found at the following link.

[www.iowadot.gov/iowarail/assistance/crossingassist.htm](http://www.iowadot.gov/iowarail/assistance/crossingassist.htm)

For any questions regarding the information provided, please contact me at (515) 239-1549 or  
[james.gibson@dot.iowa.gov](mailto:james.gibson@dot.iowa.gov)

Sincerely,

James L. Gibson  
Office of Rail Transportation  
Modal Division



## **Gibson, James [DOT]**

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**From:** Edward Oom <Edward\_Oom@cpr.ca>  
**Sent:** Friday, June 12, 2015 8:21 AM  
**To:** Gibson, James [DOT]  
**Subject:** Section 130 Project Request  
**Attachments:** image2015-06-12-083250.pdf

Jim,

Please see attached document for upgrading two crossings to improve the safety through a downtown location with a parallel road and traffic signals. Thanks, ~EAO

Edward A. Oom | Manager Public Works | Southern Region East-Engineering | Suite 9126, 120 S Sixth St, Minneapolis, MN 55402 | [oom0001@cpr.ca](mailto:oom0001@cpr.ca) | Office 612-330-4553 | Mobile 630-701-5882 | Fax 612-904-5917 Canadian Pacific

-----Original Message-----

**From:** [minnp627@cpr.ca](mailto:minnp627@cpr.ca) [mailto:[minnp627@cpr.ca](mailto:minnp627@cpr.ca)]

**Sent:** Friday, June 12, 2015 8:33 AM

**To:** Edward Oom

**Subject:** Here is your scanned document.

----- IMPORTANT NOTICE - AVIS IMPORTANT ----- Computer viruses can be transmitted via email. Recipient should check this email and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email. This email transmission and any accompanying attachments contain confidential information intended only for the use of the individual or entity named above. Any dissemination, distribution, copying or action taken in reliance on the contents of this email by anyone other than the intended recipient is strictly prohibited. If you have received this email in error please immediately delete it and notify sender at the above email address. Le courrier electronique peut etre porteur de virus informatiques. Le destinataire doit donc passer le present courriel et les pieces qui y sont jointes au detecteur de virus. L'expediteur et son employeur declinent toute responsabilite pour les dommages causes par un virus contenu dans le courriel. Le present message et les pieces qui y sont jointes contiennent des renseignements confidentiels destines uniquement a la personne ou a l'organisme nomme ci-dessus. Toute diffusion, distribution, reproduction ou utilisation comme reference du contenu du message par une autre personne que le destinataire est formellement interdite. Si vous avez recu ce courriel par erreur, veuillez le detruire immediatement et en informer l'expediteur a l'adresse ci-dessus. ----- IMPORTANT NOTICE - AVIS IMPORTANT -----

## SECTION 130 PROJECT REQUEST

Jim Gibson, Manager Rail Crossing Safety Fund  
Office of Rail Transportation  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

Date 06/12/2015

Dear Mr. Gibson:

We request Federal Grade Crossing Safety Improvement Funds for the following proposed safety project:

1. City Muscatine County Muscatine
2. Street & Road name Cedar Street
3. Railroad name DM&E dba CP
4. State Crossing No. 6072045 FRA Crossing 6072045  
(The FRA number is shown on a metal tag located on the crossbuck sign post or signal mast).
5. Type of safety improvement requested Upgrade circuitry to constant warning, installation of 4-ground gates, (2 additional) interconnect with traffic signals, work with a flaster installed at Sycamore St. ped. xing 607205Y
6. Reason for the request Track has been raised and roadway parallel to track will be raised
7. Estimated amount \$ 220,000 - \$300,000
8. Participation (10% is required):

Highway Authority % 10 Railroad % 0

### HIGHWAY AUTHORITY SIGNATURE

Name \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

### MAILING ADDRESS

\_\_\_\_\_  
\_\_\_\_\_

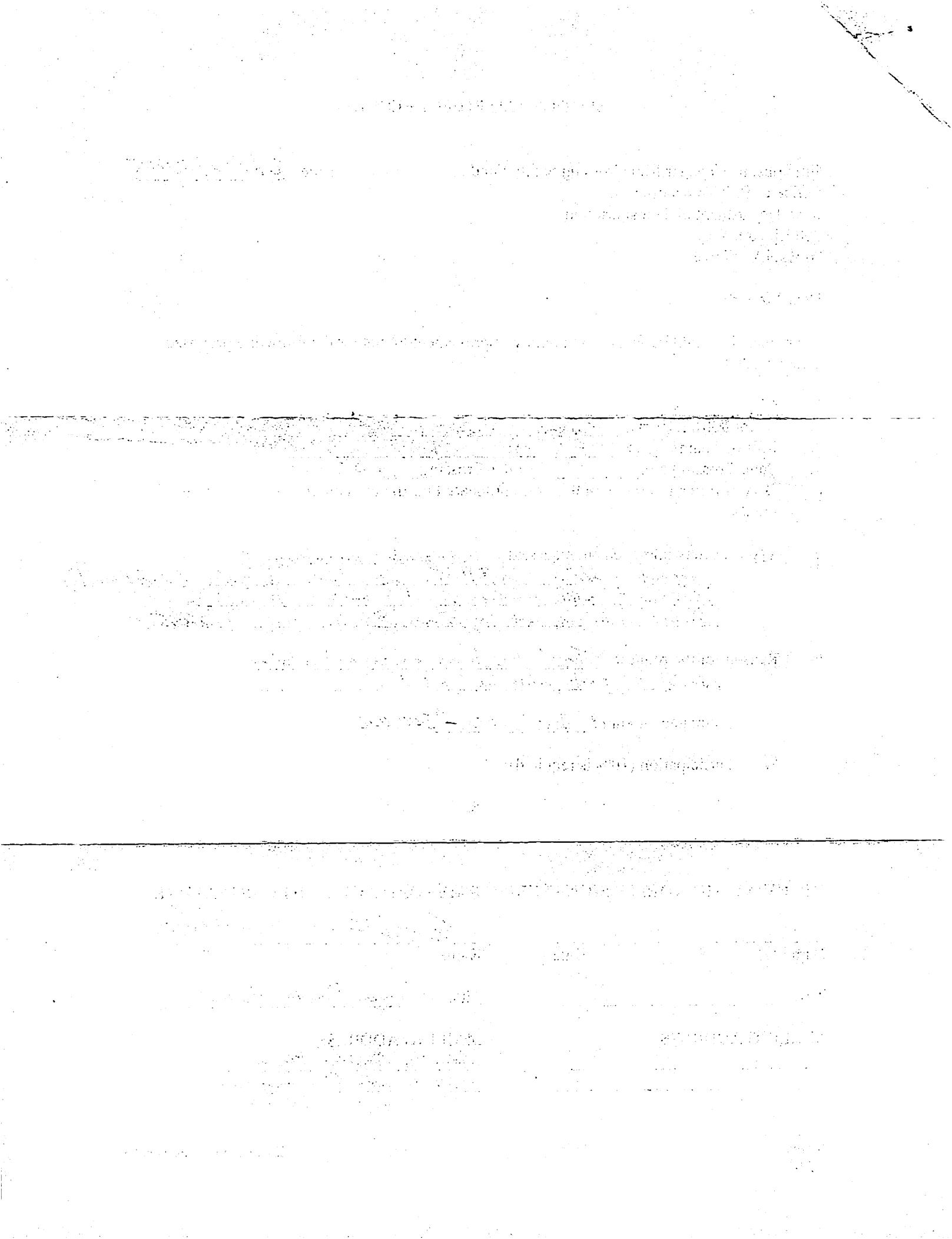
### RAILROAD AUTHORITY SIGNATURE

Name \_\_\_\_\_ Date \_\_\_\_\_

Title Manager Public Works

### MAILING ADDRESS

Canadian Pacific Plaza  
120 S. 6th St. apt 9126  
Minneapolis, MN 55402



## SECTION 130 PROJECT REQUEST

Jim Gibson, Manager Rail Crossing Safety Fund  
Office of Rail Transportation  
Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010

Date 06/12/2015

Dear Mr. Gibson:

We request Federal Grade Crossing Safety Improvement Funds for the following proposed safety project:

1. City Muscatine County Muscatine
2. Street & Road name Iowa Street
3. Railroad name DME dba CP
4. State Crossing No. \_\_\_\_\_ FRA Crossing 607206F  
(The FRA number is shown on a metal tag located on the crossbuck sign post or signal mast).
5. Type of safety improvement requested Upgrade circuitry to constant warning, installation of 4 quad gates (2 additional) interconnect with traffic signals, work with a flasher installed at Chestnut St. ped xing 607207M
6. Reason for the request Track has been raised and roadway parallel to track will be raised
7. Estimated amount \$ 220,000 - 300,000
8. Participation (10% is required):

Highway Authority % 10 Railroad % 0

### HIGHWAY AUTHORITY SIGNATURE

Name \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

### MAILING ADDRESS

\_\_\_\_\_  
\_\_\_\_\_

### RAILROAD AUTHORITY SIGNATURE

S. H. 06/12/2015  
Name \_\_\_\_\_ Date \_\_\_\_\_

Title Manager Public Works

### MAILING ADDRESS

Canadian Pacific Plaza  
120 S. 6th St. Desk 9126  
Minneapolis, MN 55402