

## City Administrator Report to Mayor & City Council

October 02, 2015, Edition No. 192

### WEEKLY UPDATE:

1. Goals: Reminder that **Tuesday, October 27th or Thursday** is our annual goal setting session. The session will start at 5:30PM in the Lower Level Conference Room.
2. Strong Community Award: Please vote and get the word out: Communities to Compete for \$15,000 Strong Communities Award. Please see the attached summary from FHLB Des Moines and look for the voting announcement. Click [here](#) to view the finalists and visit October 5-October 16 to vote for Muscatine!
3. In-Depth: October: Request to Approve Professional Services Agreement for the CDBG Downtown Revitalization Project, Blue Zones Update, Strong Communities Presentation, Year-End Budget Basis Financial Statement Presentation, Community Development Fees (Tentative); November: WPCP Receiving Station Update, PD Presentation on major or violent crimes statistics, December: Fire Department Staffing Presentation.
4. CAT: The CIAT Chairs (Carlson, Dwyer) and Greg Jenkins are working on a CAT Grant presentation to take our to industry and the community. The next CAT grant update is next week via conference call.
5. Wellmark Grant: Here's an easy way to help our community! We've applied for a grant to add two new drinking fountains to our riverfront trail. We need your help in voting to support the project! You do not have to log in to vote and can vote once per day until Oct. 7. Here is the voting website: <http://wellmark.upickem.net/engine/Details.aspx?p=V&c=185080&s=79341655&i=1&sort=DESCENDING#SD>.
6. Pensions: Attached is the MFPRSI Board Meeting Agenda for the forthcoming meeting on October 8, 2015.
7. TIF Grant: The City of Muscatine has awarded Hanna's OzSome Treats a Small Business Forgivable Loan! Check out of Facebook page for the details.
8. CMS: The Mayor, Emily Lofgren and myself will be assisting Central Middle School next Thursday and Friday (8th and 9th). As students are our working on the Junior Achievement BizTown program they will spend alternate days at City Hall learning about local government.
9. CP Contract: We have received a response back from CP Railroad on our draft agreement. The numbers are consistent with our original ask and we simply have some language to cleanup. Hope to have this to Council to review in the next month.
10. IRD: Attached is the initial report for the IRD Grant and Hotel project,. Pretty basic report, but this will be required on an annual basis. Next week we should have a report from the developer on expenses to date.
11. Iowa League: Cityscape ePub Available - The October 2015 issue of Cityscape magazine is now available. This issue and previous issues are available at [www.iowaleague.org](http://www.iowaleague.org).

12. MPD: Muscatine Police Department's K9 Nero has been awarded a ballistic vest thanks to non-profit organization Vested Interest in K9s, Inc. K9 Nero's vest will be embroidered with the sentiment "This gift of protection provided by Vested Interest in K9s, Inc." and compliments the Carver Trust grant for the canine. See the attached press release.
13. Facebook: There is a ton of great information on the City's Facebook page. This is a great resource for council and residents. Please encourage residents to use this great resource! Check out our page at <https://www.facebook.com/City-of-Muscatine-Iowa-City-Government-128660153862305/timeline/?ref=hl>.

ADDITIONAL INFO - From FHLB Des Moines on the Strong Communities Award:

Congratulations to CBI Bank & Trust, Community Bank, First National Bank of Muscatine, and the City of Muscatine for partnering together and becoming one of the seven finalists for the annual Strong Communities Award! The award honors the projects, the people and the programs that promote small business growth and retention in their community and also highlights the great work that city and member financial institutions are doing every day to help their communities thrive.

The 2015 Strong Communities Award attracted a strong and diverse pool of applications. Applications varied between urban and rural communities; geographic location and project type; however, they all had one thing in common - commitment from their city and strong support from local FHLB Des Moines member financial institutions.

**WE NEED YOUR VOTE!**

Show your support by participating in a public vote by visiting the Strengthening Communities Together (SCT) website ([www.fhlbforcommunity.com](http://www.fhlbforcommunity.com)). Voting begins Monday, October 5th and ends Friday, October 16th.

The public vote will serve as a component of the selection process and one winner in each category will be recognized during a community celebration and will receive a \$15,000 award to promote small business and economic development in their communities. The top finalist in each category will receive a \$3,000 stipend. For more information, visit: <https://fhlbforcommunity.com>.

## **Community Bank and Trust, Central State Bank and First National Bank of Muscatine – Muscatine, Iowa (population, location and other notables)**

Muscatine, Iowa has long been a community of entrepreneurship and small business. So when vacant buildings began appearing in areas where business once thrived, FHLB Des Moines members Community Bank and Trust, Central State Bank and First National Bank of Muscatine teamed up with city leaders to rebuild these historic districts.

Rather than recruiting and attracting outside businesses, the Small Business Creation program was developed to build a robust and diverse local economy by building from within the community.

While the program assists with business development in three targeted areas of the community, much of the plan focuses on rebuilding downtown business in Muscatine's Nationally Registered Historic District.

This proactive strategy consists of three funding programs.

The first is a small business forgivable loan program offered by the City of Muscatine. Businesses may obtain a loan for up to \$25,000 for building improvements and startup costs associated with the creation of a new business or expansion of an existing business.

In addition to the forgivable loan program, businesses can take advantage of a building improvement loan program. Community Bank and Trust, Central State Bank and First National Bank of Muscatine have committed to lending \$1 million at zero percent to provide funding opportunities to improve a building's exterior, interior and infrastructure.

The three FHLB Des Moines members also offer market rate business loans, financing and assistance to support local businesses.

Since the inception of the Small Business Creation program in January of 2015, ten small businesses have received support. Muscatine has seen the creation of seven businesses as a result of the program, with 25 new full and part-time positions.

City leaders expect continual growth of the program with the goal to fill every downtown storefront with retail, service and entertainment businesses for residents who live and work downtown.

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES  
MUNICIPAL FIRE AND POLICE RETIREMENT SYSTEM OF IOWA  
THURSDAY, OCTOBER 8, 2015 10:00 am**

LOCATION: MFPRSI 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
- G. DISCUSSION OF LEGAL MATTERS, IMMINENT/PENDING LITIGATION CASES (Veasley, Tribune Company)
- H. CONSIDERATION OF & DETERMINATION ON APPEAL CASE (NONE)
- I. INVESTMENT PROGRAM UPDATE

- J. INVESTMENT PERFORMANCE REPORT
- K. AUDIT REPORT & ACTUARIAL REPORT FOR FY14
- L. SERVICE PROVIDER REVIEW: ACTUARY
- M. 2015 INTERIM REPORT TO LEGISLATURE

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 21.5(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: NOVEMBER 19, 2015

## Reinvestment District 2015 Annual Report

Please provide as much information on the following:

- a. The status of each project undertaken within the district in the previous twelve months, including whether construction has begun on any project in the district or when the start of construction is anticipated.
- b. An itemized list of expenditures from the municipality's reinvestment project fund in the previous twelve months that have been made related to each project being undertaken within the district.
- c. The amount of the total project cost remaining for each project being undertaken within the district as of the date the report is submitted.
- d. The amounts, types, and sources of funding used for each project described in paragraph "a".
- e. The amount of bonds issued or other indebtedness incurred for each project described in paragraph "a", including information related to the rate of interest, length of term, costs of issuance, and net proceeds. The report shall also include the amounts and types of moneys to be used for payment of such bonds or indebtedness.

### CERTIFICATION OF ACCURACY:

I hereby certify that the information presented to the Iowa Economic Development Authority on the date indicated below is fully complete, true, and correct. I understand that it is a criminal violation under Iowa law to engage in deception and knowingly make, or cause to be made, directly or indirectly, a false statement in writing for the purpose of procuring economic development assistance from a state agency or subdivision, as provided in Iowa Code section 15A.3 and other applicable law.

I further depose that the signature below is my own proper signature and that I have the authority to submit this information on behalf of the Recipient.

### Prepared By:

Name: Nancy A Lueck Phone # 563-264-1550  
Title: Finance Director  
Signature: Nancy A Lueck Date 10-1-15  
E-Mail Address: nlueck@muscatine.iowa.gov

### Authorized Signatory:

Name: Gregg Mandzager  
Title: City Administrator  
Signature: Gregg Mandzager Date 10/1/15

**Attachment to Muscatine Riverview Reinvestment District Annual Report #1  
September, 2015**

**City Expenditures to Date**

**Funding Sources**

**Legal Services:**

Dorsey Whitney LLP	Legal services for project agreements	\$ 6,233.75
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Muscatine Journal	Legal notice - ordinance establishing district	72.08
Subtotal - Legal Costs		<u>\$ 7,723.83</u>

Developer to fund \$6,000 of legal fees;  
balance from City tax increment funds

**Other:**

Bi-State Regional Commission	Local Match for Mercer-Muscatine Revolving Fund Loan	<u>67,500.00</u>
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Future tax increment funds

Total City Costs to Date \$ 75,223.83

## **Muscatine Police Department's K9 Nero has been awarded a bullet and stab protective vest**

**Muscatine Police Department's K9 Nero has been awarded a ballistic vest** thanks to non-profit organization Vested Interest in K9s, Inc. K9 Nero's vest will be embroidered with the sentiment "This gift of protection provided by Vested Interest in K9s, Inc."

Vested Interest in K9s, Inc. is a 501c (3) charity located in East Taunton, MA. whose mission is to provide bullet and stab protective vests and other assistance to dogs of law enforcement and related agencies throughout the United States. The non-profit was established in 2009 to assist law enforcement agencies with this potentially lifesaving body armor for their four-legged K9 officers. Since its inception, Vested Interest in K9s, Inc. provided over 1,550 protective vests, in 49 states, through private and corporate donations, at a cost of over 1.4 million dollars. All vests are custom made in the USA by Armor Express in Central Lake, MI.

The program is open to dogs actively employed in the U.S. with law enforcement or related agencies who are certified and at least 19 months of age. New K9 graduates, as well as K9s with expired vests, are eligible to participate.

The suggested donation to provide one protective vest for law enforcement K9 is \$1050.00. Each vest has a value between \$1,795 – \$2,234 and a five-year warranty, and an average weight of 4-5 lbs. There is an estimated 30,000 law enforcement K9s throughout the United States. For more information or to learn about volunteer opportunities, please call 508-824-6978. Vested Interest in K9s, Inc. provides information, lists events, and accepts tax-deductible donations of any denomination at [www.vik9s.org](http://www.vik9s.org) or mailed to P.O. Box 9 East Taunton, MA 02718.

The Muscatine Police Department will be issuing their Vested Interest in K9 vest to K9 Nero. The Muscatine Police Department received \$15,000 in funds from the Roy J Carver Trust for the purpose of purchasing a new Police K-9 Service Dog in August 2014. The \$15,000 in grant funds was used to purchase a new Police K-9 from Vohne Liche Kennels, located in Denver, Indiana.

Canine Nero is a Male, German Shepherd, from Slovakia. Nero and Officer Minnat Patel, were selected to attend the Dual-Purpose Narcotic Detector Dog, 6-week class hosted by Vohne Liche Kennels in September 2014. The training consisted of narcotic detection training, tracking, and apprehension. Detection was focused on Marijuana, Methamphetamine, Heroin, Cocaine, and Crack Cocaine. Apprehension focused on building searches, open area searches and the tracking of suspects.

Nero and Officer Patel obtained certification through American Working Dog, a nationally recognized training curriculum. They began working uniform patrol on October 15, 2014. The K-9 team is currently assigned to 3rd Shift, which works from 2100 hours to 0700 hours. The department provides the K-9 team continued monthly training. These training sessions are designed to ensure both the dog and the handler stay sharp with their skills.

The Muscatine Police Department remains committed to the continued success of its K-9 Unit program. The Department greatly appreciates the donation provided by Vested Interest in K9s to further provide safety and protection for K9 Nero.