

## City Administrator Report to Mayor & City Council

November 25, 2015, Edition No. 200

### WEEKLY UPDATE:

1. Budget Calendar: Please see the attached revised budget schedule for 2016/17. The February 1st budget meeting has been moved to February 2nd in order to accommodate caucus night in Iowa.
2. Grant: Per Chief Ewers - wanted to pass along good news. Tom Summitt was successful in obtaining a grant from the Muscatine Health Support Foundation for \$ 3,500 for an Advanced Life Support manikin trainer. The award letter is attached.
3. Lions Club: Lt. Sink and CA Mandsager attended the 11/19 meeting of the Lions Club and discussed topics related to the Police Department, including "Shop with a Cop", "Park and Walk", and "Coffee with a Cop". The Lions club donated \$200 to the Police Department's "Shop with a Cop" program.
4. Mulberry: The final plans for Mulberry are being prepared for IDOT review. Per IDOT, the Office of Contracts has a number of internal contracts for letting in February and will likely have our plans out for bid at their March bid letting.
5. Housing: Per Miller-Valentine (Housing Development) - The developer has identified a scoring issue - when using vouchers you lose scoring in other categories. Therefore, we are still in need of strong local incentive. I have attached a letter to Council that outlines our updated request. I have also attached a scoring sheet that shows how our project scores under multiple scenarios.
6. CAT: The City received the following information from the CAT Committee - As you are aware, the City of Muscatine's CAT application has been under review by the Vision Iowa Board's CAT Review Committee since March. During this process, Committee members review and score applications based on the criteria outlined in the CAT program's Administrative Rules. Projects must receive an average minimum score of 65 out of a possible 100 points to be moved to the full Vision Iowa Board for consideration. Muscatine's Pearl of the Mississippi-Community Improvement Project, Phase III CAT application did not meet the minimum score required to be considered by the Vision Iowa Board. At this time, the application will not be considered further by the CAT Review Committee or the Vision Iowa Board. This does not prevent you from submitting another application in the future; the Vision Iowa Board is accepting applications quarterly, the next application deadline is *January 15, 2016*. Committee members wanted me to tell you that the lack in significant progress in fundraising is the main reason your application did not score over threshold. As noted by members of CIAT, this *should not impact* work or efforts on any project we have considered in the CIAT grant. We can adjust the grant to reflect where we are on each project when we re-submit. We need some community fund raising time for the Family Y to complete their campaign before we aggressively pursue our campaign anyway.
7. December Newsletter: The December City Newsletter is attached.

*"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them" — Mark Twain*

**PROPOSED 2016/2017 CITY COUNCIL BUDGET SCHEDULE**  
**CITY HALL CONFERENCE ROOM**

<b>Date</b>	<b>Time</b>	<b>Department/Agency</b>
Thursday, January 28, 2016	5:30 p.m.	General Fund Overview to City Council
Saturday, January 30, 2016	8:00 a.m. to 4:00 p.m.	City Council Budget Review Legal Services City Administrator Human Resources Risk Management Finance Information Technology Community Development Airport/Airport Subsidy Police Operations Animal Control Ambulance Library Operations Cablevision Art Center Fire Operations
Tuesday, February 2, 2016	5:30 p.m. to 8:30 p.m.	Parks Administration Park Maintenance Swimming Pools Recreation Soccer Kent Stein Wellness Cemetery Golf Course Boat Harbor Marina
Wednesday, February 3, 2016	5:30 to 8:30 p.m.	Public Works Administration Engineering Roadway Maintenance Traffic Control Snow and Ice Street Cleaning Building & Grounds Collection & Drainage Equipment Services Equipment Replacement

<b>Date</b>	<b>Time</b>	<b>Department/Agency</b>
<b>Thursday, February 4, 2016</b> (City Council meeting)	5:30 p.m. to 7:00 p.m.	Senior Resources Chamber Humane Society
Saturday, February 6, 2016	8:00 a.m. to 4:00 p.m.	Iowa Legislators Parking Refuse Collection Landfill Transfer Station Transit WPCP Storm Water CVB Housing Review & Discussions Begin – General Fund
Tuesday, February 9, 2016	5:30 p.m. to 8:30 p.m.	Capital/Debt/TIF/RUT Local Option Review
Wednesday, February 10, 2016	5:30 p.m. to 8:30 p.m.	Review & Discussion Decisions for Public Hearing (may continue to February 13th)
Saturday, February 13, 2016	8:00 a.m. to 4:00 p.m.	Final Decisions for Public Hearing (extra meeting unless concluded February 10th)
Tuesday, February 16, 2016	5:30 p.m. to 6:00 p.m.	Set Public Hearing
Thursday, March 3, 2016		Public Hearing & Adoption
March 15, 2016		Approved budget filed with County Auditor for certification

**MUSCATINE HEALTH SUPPORT FOUNDATION**  
209 Iowa Avenue • Muscatine, Iowa 52761-3730

November 10, 2015

Mr. Thomas Summitt  
City of Muscatine-Muscatine Fire Department Ambulance  
312 East Fifth Street  
Muscatine, IA 52761

Dear Mr. Summitt:

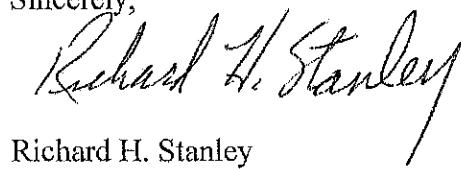
At its meeting on November 3, our Board of Directors considered your grant application in the amount of \$3,500 to purchase one Simulaid ALS Manikin Trainer. I am pleased to advise that your application was approved.

Our approval is contingent on legal review and execution of a grant agreement. We will initiate the legal review and expect it to be routine. Our administrator, Betty Anders, will be contacting you regarding the grant agreement.

The grant agreement will include a schedule for payment and reporting. As a suggestion, after execution of the grant agreement, we will pay over the full grant amount. Then, in approximately six months, we will request a single report that will provide us with actual purchase of the trainer, a detail of the number of uses during the six-month time period, and a financial accounting of MHSF fund expenditure.

Thank you for submitting your application, we look forward to assisting you with this purchase.

Sincerely,



Richard H. Stanley  
President

November 24, 2015

The City of Muscatine  
City Council  
215 Sycamore St.  
Muscatine, IA 52761

Re: Harrison Lofts – Update to Request for Local Incentives / Project Based Section 8  
Vouchers

Council Members,

After further review, we have been able to better determine how city assistance can best support our application for tax credit funding.

As discussed, the use of vouchers at Harrison Lofts will allow our proposal to gain 35 points in our application. However, proposals receiving points for vouchers are not eligible to receive points in the market rate and low income targeting categories. These categories are worth 30 points. Therefore, a proposal can net ahead 5 points with vouchers.

As you may remember, our proposal also included a request for crucial local incentives that are vital to a successful application. This is a 21 point scoring category that all successful applications achieve. We initially indicated we could forego maximizing this category when we thought the vouchers would net our application ahead 35 points. Now that we are aware the vouchers will only create 5 points, local incentive scoring is still desperately needed.

We anticipate successful application needing to score between 232 – 238 points. In order to achieve this range on our application, we need to request the city deliver incentives at a minimum of 6% total development cost and ideally at 7% of total development cost. With a total development cost of \$10,100,000 +/- the city would be committing \$606,000 in local incentive to achieve the 6% bar. This would equate to a 70% rebate for 10 years or a 50% rebate for 15 years. To achieve the 7% bar the city would need to commit \$707,000 in local incentive. This would equate to an 80% rebate for 10 years or a 55% rebate for 15 years.

We humbly request city support our request for local incentives valued at 7% total development cost. This will best assure our applications remains competitive.

Thanks again for your time and considerations.

Sincerely,

MV Residential Development



Pete Schwiegeraht  
Developer



# Muscatine

# Front Line

## It's a Dog's life



Thanks to the non-profit organization Vested Interest in K9s, Inc. our own Police Dog Nero is sporting a new vest. These vests protect the canines from bullets as well as stab wounds. Vested Interest in K9s, Inc. is a nonprofit organization founded by Sandy Marcal, a lifelong animal lover dedicated to promoting the safety and wellness of animals. She has assisted in securing funds for over 1400 vests for dogs across the country.

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. Nero was purchased from Vohne Liche Kennels in Denver, Indiana, thanks to \$15,000 in grant funds donated from the Roy J Carver Trust. 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 2300 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.

According to Officer Patel, the best part of having a police dog is watching our bond get stronger everyday and watching the amazing abilities Nero has to preform different police duties. It is truly surreal to see what trained police dogs can do. The worst part of having a police dog is the hair and the barking in the squad car kennel! There are always long hours, random calls in the middle of the night, and frustrating days while handling Nero but the bond we share makes the negatives seem irrelevant.

### DECEMBER BIRTHDAYS

Melissa Baker	1
Andrew Fry	2
Donyell Raisbeck	5
Matthew Rose	5
Jane Wieskamp	7
Jason Williams	9
Jeremy Goddard	11
Laura Liegois	12
Les Wegter	14
Karen Cooney	17
Beth Lanfier	18
Chad Said	20
Phil Sargent	21
Richard Klimes	23
Jonathan Wieland	23
David O'Connor	25
Roy Patterson	27
Jody Shoppa	29



### Take Time to Read:

The Guilty— David Baldacci

See Me— Nicholas Sparks

Humans of New York-B.Stanton

Tricky Twenty-Two-J.Evanovich

Finding Fortune-Delia Ray  
(a juvenile book written by an Iowa City Author about the pearl button industry that she researched in Muscatine.)

# Farewell Mayor Hopkins

We would like to take this opportunity to give a special goodbye to our current Mayor. Mayor Hopkins will be leaving us after serving for the past 4 years. Mayor Hopkins informs me that although his duties as mayor will be over, he will be far from idle. Mayor Hopkins plans to volunteer with Freezin' for Food and Toy Time, both of which will allow local families needing help to enjoy the holidays. Mayor Hopkins will also continue to drive the bus for the Muscatine Community School, stay active on several local committees and complete his honey do list at home (when he isn't fishing).

## +++++Dates to Remember+++++

Dec 4-All WageWorks flexible spending forms are due in HR

Dec 4-Candy Cane Hunt-Pearl City Station

Dec 4-Holiday Stroll

Dec 11-Chili cookoff-City Hall conference room.

Dec 12-Kyle Holtzen from ICMA will be here.  
(Call Cinda to schedule an appointment)

Dec 19th-Elves workshop at Muscatine Mall 1pm-3pm



The second annual City of Muscatine Employees chili cook-off will be held December 11, 2015. All entries must be in the City Hall Conference room by 10:45 AM to be registered. All city employees are invited to come taste and judge between 11:00 and 2:00. Prizes will be awarded for the following categories: Peoples Choice, Best of Chiles, Hot and Flavorful and Most Creative. During the cook-off, the ERC will be having a 50/50 raffle to raise money for future events. Any questions contact Emily Lofgren.

## 15th Annual Two Weeks of Love

Once again we will be participating in this campaign.

Week One: Freezin' for Food (November 30-December 5)

Bring in nonperishable food items and receive one extra safety buck for each item up to 5.

Week Two: Toy Time (December 7-December 12)

Bring in a new toy valued at \$5 or greater and receive a raffle ticket for a \$25 HyVee gift certificate.

Drop off items at City Hall or Public Works.



### Congratulations:

Jason and Ashley Nusbaum are the proud parents of daughter, [Lena Aviston](#), born November 16, 2015. Lena was welcomed by her 2 big sisters Sterling and Avery.

Tony and Kory Kies are the proud parents of a daughter, [Layla Faith](#), born November 3, 2015. Layla was welcomed home by sister Gracelyn and Brother Caden.

### Coming and Going,

#### Congratulations:

Stan O'brien has accepted the position of Building and Grounds Supervisor. Stan previously held the position of Maintenance Repairperson for the Public Works department.

David Schrier has accepted the position of Maintenance Repairperson. David previously worked as a Maintenance worker II for the Public Works department.

Grant Pickering will be saying farewell to Community Development as he ends his career in December.



## 2016 Iowa Scoring

	Muscatine wo/ Vouchers	Muscatine w/ Vouchers @ 6%	Muscatine w/ Vouchers @ 7%
<b>6.1 - Resident Profile</b>			
<b>6.1.1 - Serves Lowest Income Residents (0-20 variable pts)</b>			
Projects that provide units set aside and occupied by residents with incomes at or below 40% AMI and are rent restricted (1 pt. for each full 1%, 15 pts. max)	15	0	0
Projects that provide units set aside and occupied by residents with incomes at or below 30% AMI and are rent restricted ; these units are in addition to those at 40% AMI (1 pt. for each full 1%, 5 pts. max)	5	0	0
<b>6.1.2 - Market Rate Incentive (0-10 variable pts)</b>			
Projects that provide market-rate units (not eligible for tax credits ; 1 pt. for each full 1%, 10 pts. max)	10	0	0
<b>6.1.3 - Serves Tenant Population of Individuals with Children (0-4 fixed pts)</b>			
At least 10% of the units are 4 or more bedroom LIHTC units (4 pts)	4	4	4
<b>6.1.4 - Provides an Opportunity for Homeownership (0-25 fixed pts)</b>			
Applicant will implement a bona fide long-term Iowa ROSE Program (25 pts)	0	0	0
<b>6.2 - Location</b>			
<b>6.2.1 - Location Near Services (0-24 variable pts)</b>			
Project site must be within one mile (4 pts max) or two miles (2 pts max) of the following amenities: full service grocery store, schools (family projects only), senior center (senior projects only), medical services, public library, workforce training, and park (city, state, or county) ; public transportation (0.5 miles, 4 pts max)	24	24	24
<b>6.2.2 - Great Places (0-3 fixed pts)</b>			
Project is located in and part of a Great Place community (3 pts)	0	0	0
<b>6.2.3 - Local Government Contribution (0-21 variable pts)</b>			
A qualified Government Entity or Political Subdivision contributes 1% of the total project costs in the form of one of the following forms: cash contribution, gift of land or building, tax abatement (not exception), TIF, Urban Revitalization Tax Exemption (URTE), Enterprise Zone Credits, Enterprise Zone Sales Tax Rebates, waiver of fees, city HOME, or below market interest rate loan (3 pts for each full 1%, 21 pts max)	21	18	21
<b>6.2.4 - Underserved City (0-8 fixed pts)</b>			
Project is located in a city that has not received a tax credit award in the last 3 years (8 pts)	8	8	8
<b>6.2.5 - Iowa Opportunity Index Census Tracts (0-3 fixed pts)</b>			
Project located in a census tract identified as a very high or high opportunity area as shown in Appendix D (3 pts) --- *Green Shaded = QCT ; *Orange Shaded = Non-MSA city	0	0	0
<b>6.3 - Building Characteristics</b>			
<b>6.3.1 - Market Appeal (0-36 variable pts)</b>			
Project provides the following amenities: Video Security System (8 pts), free on-site parking with one spot per unit within 0.25 miles (7 pts), in-unit laundry space with washer and dryer (6 pts), storage units (5 pts), free internet connectivity (5 pts), built-in dishwasher (3 pts), bike racks (2 pts)	36	36	36
<b>6.3.2 - Projects with Historical Significance (0-10 fixed points)</b>			
All buildings within the project are on the National Register of Historic Places or are deemed eligible by the State Historic Preservation Officer (10 pts)	0	0	0
	Muscatine	Muscatine	Muscatine
<b>6.3.3 - Projects with Fed. PBRA, HUD-VASH Voucher Assist., or Local Proj-Based PHA Rental Assist. (0-35 variable pts)</b>			
At least 75% of units are covered by a project-based rental assistance contract (35 pts)	0	0	0
At least 50% of units are covered by a project-based rental assistance contract (30 pts)	0	0	0
At least 25% are covered by a written commitment for HUD-VASH voucher assistance (35 pts)	0	0	0
At least 15% are covered by a written commitment for HUD-VASH voucher assistance (25 pts)	0	0	0

At least 5% are covered by a written commitment for HUD-VASH voucher assistance <b>(10 pts)</b>	0	0	0
At least 25% are covered by a written commitment for Local Project-Based Voucher assistance <b>(35 pts)</b>	0	0	0
At least 15% are covered by a written commitment for Local Project-Based Voucher assistance <b>(25 pts)</b>	0	0	0
At least 5% are covered by a written commitment for Local Project-Based Voucher assistance <b>(10 pts)</b>	0	35	35
<b>6.3.4 - Construction/Unit Characteristics (0-15 variable pts)</b>			
Min. of 60% of gross exterior (excl. window and door areas) of 4" nominal brick, 4" nominal stone, stucco over masonry, architectural CMU block, pre-cast concrete wall panels ; remaining 40% shall be 100% fiber cement board siding or pre-finished aluminum metal ; building shall have pre-finished aluminum metal or fiber cement board fascia and vented soffit system <b>(10 pts)</b>	10	10	10
100% fiber cement board siding (excl. window and door areas) and/or nominal 2" thick manufactured stone over 0.75" stucco ; building shall have pre-finished aluminum metal or fiber cement board fascia and vented soffit systems <b>(7 pts)</b>	0	0	0
Min. of 60% of gross exterior (excl. window and door areas) of 4" nominal brick, 4" nominal stone, stucco over masonry, architectural CMU block, pre-cast concrete wall panels ; remaining 40% shall be aesthetically pleasing and in harmony with the architecture of the rest of the building ; building shall have pre-finished aluminum metal or fiber cement board fascia and vented soffit system <b>(7 pts)</b>	0	0	0
Min. of 40% of gross exterior (excl. window and door areas) of 2" nominal brick, thick manufactured stone of imitation brick ove 5/8" stucco ; the remaining 60% shall be aesthetically pleasing and in harmony with the architecture of the rest of the building ; building shall have pre-finished aluminum metal or fiber cement board fascia and vented soffit system <b>(4 pts)</b>	0	0	0
Steel frame doors (historic projects do not qualify ; <b>2 pts</b> )	2	2	2
Unit main entrance to interior shall be designed with a foyer and equipped with a remote security and intercom system of each unit to control entry to common areas and unit main entrance to exterior shall have a storm door and a covered entry with a minimum depth and width of coverage 4 ft. by 4 ft. <b>(2 pts)</b>	2	2	2
Vertical grab bars in the bathtub/shower and lever door hardware throughout the unit <b>(1 pt)</b>	1	1	1
<b>6.3.5 - Olmstead Goals (0-19 variable pts)</b>			
All projects in this category must make <b>10% of units fully accessible</b> and furnish <b>2% of units with accessible communications features</b> ; the following characteristics will result in additional points:			
No additional accessible Type A units, all remaining units are Type C visitable <b>(5 pts)</b>	0	0	0
5% more accessible Type A units, no visitable Type C units <b>(7 pts)</b>	0	0	0
5% more accessible Type A units, all remaining units are Type C visitable <b>(10 pts)</b>	0	0	0
15% more accessible Type A units, no Type C visitable units <b>(9 pts)</b>	0	0	0
15% more accessible Type A units, all remaining units are Type C visitable <b>(12 pts)</b>	0	0	0
30% more accessible Type A units, no Type C visitable units <b>(11 pts)</b>	0	0	0
30% more accessible Type A units, all remaining units are Type C visitable <b>(14 pts)</b>	14	14	14
	<b>Muscatine</b>	<b>Muscatine</b>	<b>Muscatine</b>
At least 50% of the fully accessible and additional accessible Type A LIHTC units will be two-, three-, or four-bedroom units ; scoring is only available to projects committing to develop a minimum of 15% of the total project units as fully accessible of Type A <b>(5 pts)</b>	5	5	5
<b>6.3.6 - Impact on the Environment (0-12 variable pts)</b>			
All interior paints and primers comply with Green Seal standards for low VOC limits <b>(2 pts)</b>	2	2	2
All adhesives comply with rule 1168 of the South Coast Air Quality Management District, and all caulk and sealants must comply with Reg. 8, Rule 51 of the Bay Area Air Quality Management District <b>(2 pts)</b>	2	2	2
Implement and enforce a "no smoking" policy in all common and individual living areas of all buildings, not including public areas of exterior grounds ; projects with HUD financing or subsidy are not eligible <b>(2 pts)</b>	2	2	2
Water heaters have a minimum energy factor of 0.61 for tank type gas, 0.93 for tank-type electric, or 0.96 for tankless water heaters <b>(2 pts)</b>	2	2	2

Toilets are high efficiency WaterSense toilets that use 1.28 gallons per flush or less ; faucet aerators use 1.5 gallons per minute or less in kitchens and 1.0 gpm or less in all bathrooms ; showerheads use 1.6 gpm or less (dual flush toilet do not qualify ; <b>2 pts</b> )	2	2	2
Passive (new const.) or Active (rehab/reuse) Radon System ; Radon-reducing features below the building slab along with vertical vent pipe(s) and junction box(es) following requirements in Appendix F <b>2 pts</b> )	2	2	2
<b>6.3.7 - Energy Efficiency (8 fixed pts)</b>			
New Construction - HERS Index of 62 or less <b>(8 pts)</b>	8	8	8
Adaptive Reuse/Rehab - 2012 IECC exceeded by 8% or more (N/A to projects using historic credits <b>8 pts</b> )	0	0	0
<b>6.4 - Other</b>			
<b>6.4.1 - Title Guaranty (10 fixed pts)</b>			
Ownership entity will obtain a Final Title Guaranty Certificate prior to 8609 submittal ; the Certificate should have an amount of coverage not less than the value of the land and pre-existing improvements, if any, combined with the total hard construction costs <b>(10 pts)</b>	10	10	10
<b>6.4.2 - Developer or Owner Contribution (0-10 variable pts)</b>			
Developer or GP will contribute cash to the project <b>(2 pts for each 0.5%, 10 pts max)</b>	10	10	10
<b>6.4.3 - Qualified Development Team Experience (0-10 variable pts)</b>			
At least one QDT entity shall have completed 3 LIHTC projects in Iowa that have received 8609s between 7/1/2009 and 7/1/2015 as a Developer, managing member, or GP <b>(5 pts)</b>	5	5	5
At least one QDT entity shall have completed 3 LIHTC projects in Iowa that have received 8609s between 7/1/2009 and 7/1/2015 as a Developer, managing member, or GP ; none of these parties, or a development consultant, has been deemed ineligible in Iowa or any other state LIHTC program between 7/1/2009 and 7/1/2015 <b>(5 pts)</b>	5	5	5
<b>6.4.4 - Waives Right to Qualified Contract (25 fixed pts)</b>			
Ownership waives right to ask IFA to find a buyer after Year 14 <b>(25 pts)</b>	25	25	25
<b>Total Points</b>	<b>232.00</b>	<b>234.00</b>	<b>237.00</b>