

City Administrator Report to Mayor & City Council

2018.02.23, Edition No. 299

WEEKLY UPDATE:

- Budget: Just a reminder that the Public Hearing is **March 1st at 7pm** in the City Council Chambers.
- Fire Department Donation: The Fire Department received a donation from Kent Corporation Charitable Foundation for a Zodiac Boat, motor, and a few accessories in the amount of \$ 9,996.96. The department will be bringing this forward at the March 1st Council meeting to approve the purchase order to Dive Rescue International for boat and motor. There is no matching cost to the city for this donation.
- WPCP: Attached is a preliminary summary of the Papoose Force Main Project (repair) for 2018.
- Police: Attached is the 2017 Police Department Annual Report.
- QZ: The Quiet Zone went into affect today, March 23rd. Please remember that the train conductor may still chooses to blow the trains horn for a variety of reasons, including construction, safety, etc.
- Bi-State: Attached is the February 28, 2018 Bi-State Regional Commission meeting packet. Sarah Grabowski, Desktop Publisher, Bi-State Regional Commission.
- NLC Service Line Warranty: MPW is proceeding with the the National League of Cities (NLC) Service Line Program. They are the only service line program endorsed by the National League of Cities. Below is a list of Iowa partners. Please see the attached information (4 items).
- Vacation: I will be on vacation the week of March 12th. Nancy will attend the in-depth session in my place.
- Grant: The P&R department is applying for a grant to supplement the planned parking expansion for the soccer and Kent-Stein facilities. This would allow for buildout. Hope to know more soon!
- Rebates: Good news! Public Works received two rebates for insulation in city facilities (\$19069.40 and \$3883.60). Another boiler rebate is on the way for \$1379.
- LOST: Please see the information below on the role or potential role for elected officials.

LIBRARY

Gregg --- Please see Glenn's bi-weekly report regarding progress on the Library construction. Share accordingly. rhill

Construction progress

Wall framing complete

Sheetrock installation 90% complete

Sheetrock finishing 50% complete

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

Wall painting 75 % complete
Casework has been delivered
Electrical device installation complete. Lighting installation 50% complete
Sewer trench and ADA ramp concrete pour on LL complete
Wood floor repair on L1,L2,L3 50% complete
Air conditioning for server room complete

Pending scope changes/additions

Light well fall protection
Glass handrail reinforcement
Staff lounge sink/countertop addition
Additional staff space improvements in LL mechanical area
Pantry conversion to vending space

Upcoming work week 8

Complete Sheetrock installation, finishing, and painting
Casework and countertop installation
Lighting installation LL, L1,L2
Carpet installation L2,L3

NLC Service Line Warranty: Current Partners in Iowa (52)

City of Carlisle-IA
City of Fairfield-IA
City of Atlantic City-IA
City of Mason City-IA
City of Lake Park-IA
City of Independence-IA
City of Cherokee-IA
City of State Center-IA
City of Griswold-IA
City of Bettendorf-IA
City of Decorah-IA
City of Marshalltown-IA
City of Rolfe-IA
City of Sheffield -IA
City of Wayland-IA
City of Ely-IA
City of Lovilia-IA
City of Melbourne-IA
City of Rhodes-IA
City of Belmond-IA
City of Cresco-IA
City of DeWitt-IA
City of Creston-IA
City of Manly-IA
City of Hampton-IA
City of Rock Valley-IA
City of Exira-IA
City of West Liberty-IA

City of Jesup-IA
City of West Branch-IA
City of Corydon-IA
City of Eldridge-IA
City of Grand Mound-IA
City of Swaledale-IA
City of Eldora-IA
City of Emmetsburg-IA
City of Missouri Valley-IA
City of Maquoketa-IA
City of Iowa Falls-IA
City of Panora-IA
City of Manning-IA
City of Thornton-IA
City of Shellsburg-IA
City of Spencer-IA
City of Van Meter-IA
City of Estherville-IA
City of Waukon-IA
Des Moines Water Works-IA
City of Sioux City-IA
Ottumwa Water Works-IA
City of Polk City-IA
City of Sergeant Bluff-IA

Local Option Sales Tax

The following was provided by the Iowa League of Cities (Mark Tomb) regarding local bond or other initiatives...

68A.505 Use of public moneys for political purposes.

The state and the governing body of a county, city, or other political subdivision of the state shall not expend or permit the expenditure of public moneys for political purposes, including expressly advocating the passage or defeat of a ballot issue. This section shall not be construed to limit the freedom of speech of officials or employees of the state or of officials or employees of a governing body of a county, city, or other political subdivision of the state. This section also shall not be construed to prohibit the state or a governing body of a political subdivision of the state from expressing an opinion on a ballot issue through the passage of a resolution or proclamation.

The information below is from a fairly old article put out by the Iowa Ethics and Campaign Disclosure Board, I think it still provides some reasonable guidance on this topic today. If you have questions, the Ethics Board can also serve as a good resource to make sure any show of support does not get sideways with the law.

Article:

You did not give up the freedom of speech when you were elected to city office or became a city employee. You may support and campaign for a bond issue for a

public improvement or an initiative such as local option sales tax. However, you must do so in such a way that you do not violate laws which prohibit the use of public funds for political purposes.

You may not:

- 1) Place political signs to expressly advocate a position on an issue on property or buildings owned or leased by governmental bodies nor can political posters, flyers, or promotional literature be displayed in areas accessible to the public.
- 2) Use government-owned or leased telephones and telephone services to make advocacy calls.
- 3) Use government-owned or leased equipment to advocate an issue. Examples include such things as copiers and faxes, video and audio equipment, cameras, computers, printers and calculators.
- 4) Use postage meters or stamps supplied by a governmental body.
- 5) Use mailing lists, databases, or other compilation for use in political campaigns unless they are also available to all members of the public for the same consideration.
- 6) Engage in campaign activities of any kind as a government employee while performing official duties.

You may:

- 1) Attend functions as elected officials and participate as a speaker or panelist to discuss political issues as part of one's official duties.
- 2) Attend functions as a salaried administrator as part of one's official duties to provide unbiased information. A salaried administrator who participates in election advocacy may be required to substantiate that the activity did not interfere with the performance of official duties.
- 3) Serve as a member of independent citizen committees to advocate a ballot issue.
- 4) Solicit or encourage members of the public to be part of the committee as long as this is done on personal time and off government premises.
- 5) Solicit donations to support the committee's campaign as long as this is done on personal time and off government premises.
- 6) Use mailing lists, databases or other compilations for use in political campaigns as long as they are also available to all members of the public for the same consideration.

Use of government property

The general rule is against the use of government property for political purposes. However, there is the usual exception. Property which is regularly available to the general public may also be used for political purposes. An example of this is a community room which members of the public may reserve for parties or meetings. Another is a city park used by the general public. Shelters and grounds are permitted to be used by the public for various activities. If property is used for political purposes, the local government may be required to substantiate the general availability to the Ethics and Campaign Disclosure Board.

February 14, 2018

Summary of Force Main Repair October 2017-February 2018

The City of Muscatine repaired the only force main leading to the Water Pollution Control Plant from the junction in Musser Park of 16" and 24" pipes from the Papoose Lift Station. This is the largest station in town accounting for approximately 3 to 4 million of the average 3.4 to 5.5 million gallons of flow per day.

Timeline

Papoose Force Main Break at Day St. and Nebraska St.

- 10/30/2017 - Call from MP&W at 9:15 am concerning water coming out of the ground at Day and Nebraska St. Leak determined to be sewage. Approx. 10 gal/min. at that time. Water running into storm sewer.
- 10/31/2017 – Began excavation. 11:30am condition changed, hole began to rapidly fill with water (pumps couldn't keep up) had to shut down Papoose Lift Station. Some water still running into the storm sewer (to Brier's ditch).
- 11/1/2017 – All pumping going to the sanitary or WPCP.
- 11/4/2017 – Closed 24" valve (V2911) at Cargill, began to catch up to pumping.
- 11/6/2017 - Use of existing line stop in water main decided for safety.
- 11/7/2017 – Two IDNR people made visit to excavation site and outlet at Papoose Lift Station.
- 11/8/2017 – Line stop in place, began excavation.
- 11/9/2017 – Located break, long split in bottom of force main (4+ feet).
- 11/13/2017 – Decision made to pursue long term solution (Koch, Stienman, and Chandler).
- 11/14/2017 thru 11/17/2017 – Progress updates made.
- 11/16/2017 – Meeting held with Jay Brady, John Hagerty, Jim Edgemond, Brian Steinman, Jon Koch, Matt Chandler to discuss time line and possible install of a smaller diameter pipe within the damaged 30". Stanley Consultants to provide engineering service to see if this is feasible. Funding approved by council.
- 11/18/2017 - Turned off 3" pump at WPCP at 10:00 am.
- 11/20/2017 - Pipe in a pipe method approved by IDNR.
- 11/22/2017 – OK given to Hagerty Earthworks to begin work. Existing pipe will require cleaning and CCTV. MP&W can have the line stop removed.
- 11/27/2017 – Work began on pipe in a pipe project.
- 11/29/2017 – Began ordering materials.
- 12/04/2017 – MP&W removed line stop, hole in Day St. at that location filled in. Cleaning and CCTV crew arrived in town they will be working on West Hill while Hagerty gets the line opened up and drained.
- 12/06/2017 – Municipal Pipe Tool began cleaning and televising.
- 12/07/2017 – Used HDPE pipe began arriving from west coast.

- 12/08/2017 – Began fusing HDPE pipe.
- 12/13/2017 – Informed that some of the pipe (approx. 1/2) is caught in the California forest fires.
- 12/22/2017 – Hagerty fixed leaking 2" water line to the Western Mall at the initial break location at Day and Nebraska St. and backfilled hole.
- 12/29/2017 – New HDPE pipe delivered to WPCP site.
- 01/03/2017 – Finished welding pipe at WPCP, moved welder to Musser Park.
- 01/04/2017 – Welding pipe in Musser Park. Took down two (approx. 50' each) sections of ball diamond fence (one along left base line and one at right field) to make room to string out welded pipe.
- 01/09/2018 - Began excavation for pull pit at Lewis Bros.
- 01/10/2018 – Pulling rods arrived, truck hauling pulling machine broke down in route.
- 01/11/2018 – C&D crew vac'ed out 24" stand pipe (completely full of sand and grit) at WPCP grit chamber where new connection will be made. Hagerty welding fittings on HDPE.
- 01/11/2018 – Working on existing connection at WPCP grit chamber in preparation for new pipe. Pulling machine arrived in the afternoon.
- 01/12/2018 – Began excavation for pulling pit at Lewis Bros.
- 01/19/2018 – Began pushing the pulling rod toward the WPCP.
- 01/20/2018 – Finished pushing the pulling rods towards the WPCP, and connected pipe to pulling rods.
- 01/22/2018 – Began pulling pipe from the WPCP towards Lewis Bros.
- 01/23/2018 – Finished pulling pipe from WPCP to Lewis Bros.
- 01/24/2018 – Began open cut section of pipe from grit building to west end of new pipe. Also working to setup pulling machine for pull from Musser Park, (completed by the end of the day).
- 01/25/2018 – Continued working on the open cut section. Began pushing pulling rods toward Musser Park. Also excavating pipe at Musser Park.
- 01/26/2018 – Working in Musser Park cutting out section of existing 30" in preparation for pull towards Lewis Bros. Also working on connecting 26" OD HDPE at WPCP grit building.
- 01/27/2018 – Placed open cut section of pipe (approx. 400') into trench and finished connection at the grit building. Also finished pushing pulling rods to Musser Park and connecting pipe to pulling rods.
- 01/29/2018 – Began and finished pulling pipe from Musser Park to Lewis Bros.
- 01/30/2018 – IDNR made visit to site approx. 8:45 am. Hagerty began working on setting valves and making the connection at Musser Park.
- 01/31/2018 – Continued working at Musser Park, heat fusion coupler failed to complete its cycle will need to be removed and replaced (parts will have to be ordered).
- 02/01/2018 – Removed pulling machine from excavation at Lewis Bros. Fusing machine and pulling machine removed from project in the AM. Installed 26' section of pipe and fused ends together with fusion couplers at the pulling machine location (Lewis Bros.) completing the pipe at that location.
- 02/02/2018 – Began and completed fusing a 17' section at the WPCP at the east end of the open cut section completing the pipe to Musser Park. Cut out the failed coupler at Musser Park.

- 02/04/2018 – Sent a man to Wisconsin (near Oshkosh) to get an end welded on a short pipe of pipe for the repair at the failed coupler location in Musser Park.
- 02/05/2018 – Fused saddle on pipe at Nebraska and Day St. air tested connection at 20 lbs. overnight, connection passed. Work continuing on valve configuration at Musser Park, finished installing valve for future connection, still have to make the connection where the failed coupler was removed.
- 02/06/2018 – Began working on connection for Schley LS on Day St, got riser and elbow installed, setup ground thawing machine. Filled openings in the 30" pipe with flowable mortar at old car lot, pulling pit location, behind Lewis Bros. and behind TeStrakes. Replacement coupler scheduled for delivery did not show up. Heavy snow yesterday afternoon may have caused the delay?
- 02/07/2018 – Began removing trench boxes at Lewis Bros. and at Day St. (boxes and sheeting frozen to ground) using tarps and propane heaters to thaw ground. Coupler had not arrived by the end of the day.
- 02/08/2018 – Coupler arrived early morning, finished the connection at Musser Park. Continued backfilling holes.
- 02/09/2018 – Finished connection to new HDPE for Schley LS at Day and Nebraska St. poured trust block at that location.
- 02/12/2018 – Installed gate valve on connection at Day St. Finished filling line with hydrant water. Started up Papoose LS at 2:45 PM.



Initial break exploration Oct 30, 2017



Discovery excavation to see where the leak was and if repair is possible October 31, 2017



Chained 16" water main above sewer line leak, fear of damaging this pipe during any repair led to other options being considered. Water supplier could not guarantee isolation of this main. Small 2" connection coming off the top of the water main was very vulnerable. November 8, 2017.



Fused pipe ready to be pulled into place at the WPCP January 24, 2018.



Fused 26" pipe laid out in Musser Park ready to be pulled through existing 30" January 27, 2018.



Excavation in Lewis Bros. parking lot prior to cutting 30" pipe January 9, 2018.



The pipe was cut and moved away from the 36" WPCP effluent line running parallel January 16, 2018



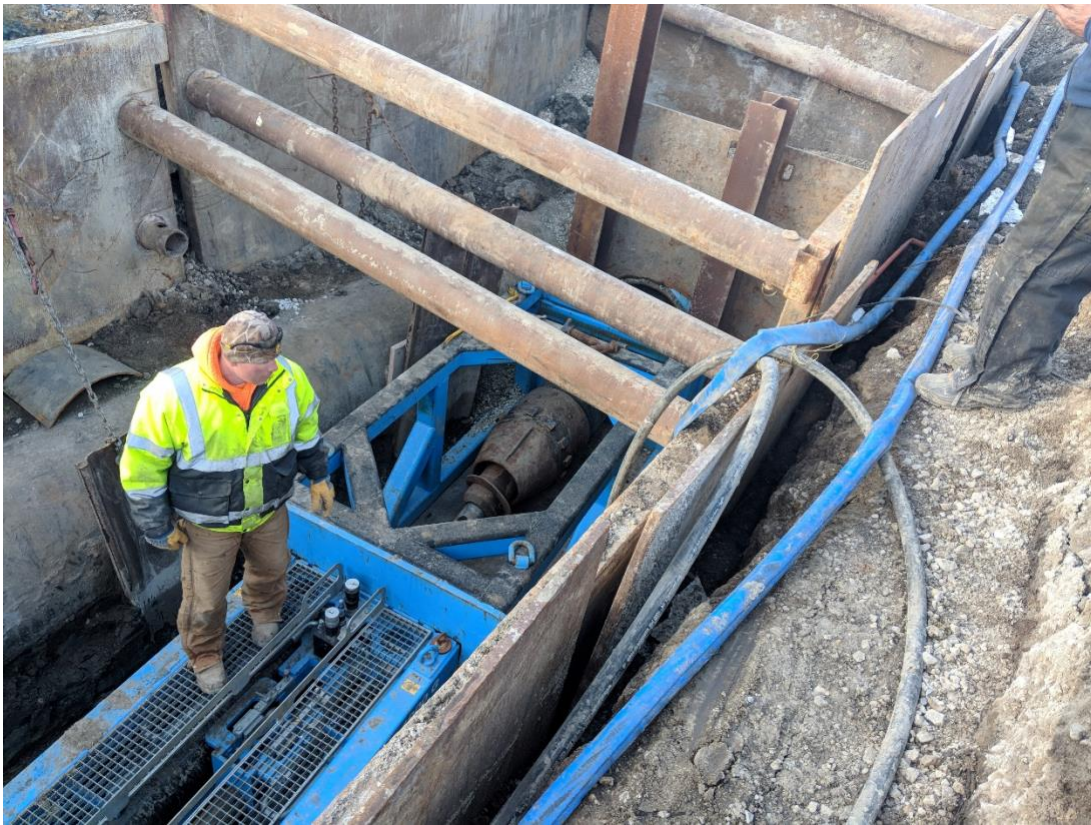
Pipe pulling from WPCP January 22, 2018.



New pipe entering 30" at WPCP as it is being pulled through January 22, 2018



New pipe connection at WPCP head works January 26, 2018



Pipe pull from Musser Park to Lewis Bros. parking lot excavation January 29, 2018



Musser Park connection and valve assembly for next phase 30" install to WPCP January 31, 2018



Schley lift station connection, cut in top of 30" exposing new 26" inside February 6, 2018

Muscatine Police Department



Annual Report 2017



**A Nationally Accredited Law Enforcement Agency
Protecting and Serving Since 1851**

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Muscatine Police Department

LETTER OF TRANSMITTAL

TO: Muscatine Mayor and Council

THROUGH: Gregg Mandsager, City Administrator

DATE: January 2018

FROM: Brett Talkington, Chief of Police

SUBJECT: Police Department Operational Report, 2017

The Muscatine Police Department submits an annual Operational Report to the Mayor and City Council as part of the requirements of our national accreditation. The purpose of this report is to provide an update of police department activities and to identify the major issues facing the department at this time. In addition, this information will hopefully provide some insight into the future trends or emerging issues which may impact the delivery of police services in some way.

Like many other years this year brought new challenges the department faced. I continue to challenge our supervisors and officers to come up with ways to implement problem oriented and community policing strategies. This is a continual transformation and we always look for ways to better our department and community we serve. The Police Department continuously looks to improve community involvement with its community policing efforts. This continues to be one of the top priorities for our agency.

The patrol division and criminal investigations are the backbones of the department. The officers are proactive within the community. Our dedicated officers place their lives on the line every day. The citizens of Muscatine should be very proud of the job the officers do on a daily basis.

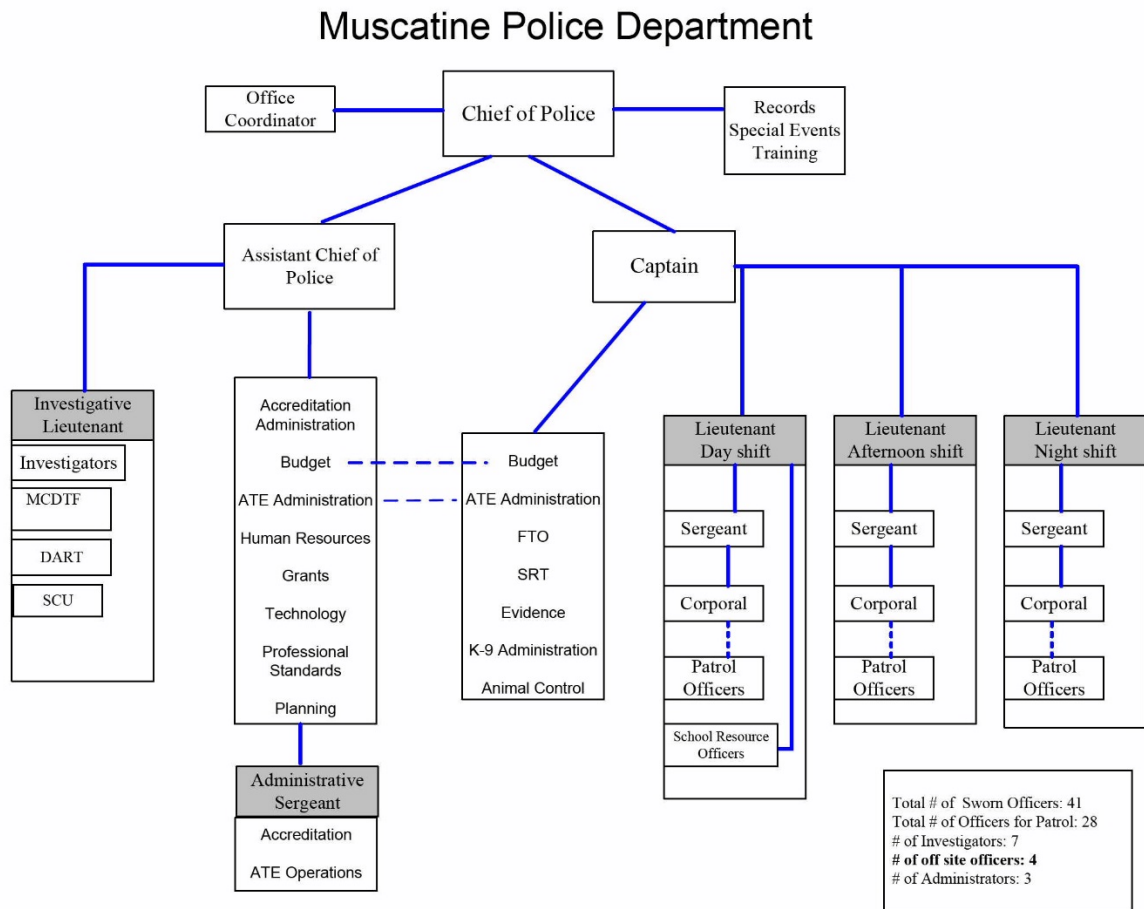
A safer community is built on a framework of progressive law enforcement strengthened by public awareness, education and involvement. Together, we will find new solutions to community challenges. Society today brings many challenges to our profession with all the senseless killings and attacks on our law enforcement officers. We as a community and nation can all do our part with cooperation and understanding of what we deal with on a day to day basis.

I hope that this annual report is useful and helpful when considering the state of the city as it pertains to your police department. The statistics we provide are meant to give a numerical overview of what's happening in our city but always remember not to put your faith in what statistics say until you have carefully considered what they do not say.

Credit for the preparation, development and gathering of the information contained herein, goes to many people. It is the combined effort of administrative, supervision, line-officers and clerical personnel. It is our hope that this information is as useful to others as it is to us as we look at the issues currently facing the department and our community as a whole.

With that, I would like to thank you for supporting our department throughout the year. As always, I hope you will find our summary of 2017 interesting and informative.

Muscatine Police Department Organizational Structure



Every organization needs/has structure. Perhaps the best definition of a police organization is that it is a system of consciously coordinated activities, with a common goal, divisions of labor, coordination of effort, and most especially in our domain, a hierarchy of authority. No other department of city government has more of a need for such a hierarchy, than the police. Million dollar jury awards are routinely leveled against cities all over the nation, for things that police do and shouldn't have, or do not do, and should have.

The structure of this organization plays a very important role. Not just in authority and responsibility, but in active "risk management." To the casual observer, an organizational chart may look like a genealogical attempt gone wrong. In the law enforcement environment, it helps to explain how the organization functions. An organizational chart reveals four basic dimensions of the organization's structure:

1. Hierarchy of Authority (who reports to whom).
2. Division of labors (what group performs what function).
3. Span of control (how many people are supervised).
4. Line and Staff position (who is doing what).

The theory behind the dimensions of this organizational structure demonstrates the basic tenants of our operational theory, as illustrated below:

1. Division of Labor (people become proficient when they perform standardized tasks over and over again).
2. Hierarchy of Authority (a formal chain of command ensures coordination, accountability and responsibility).
3. Rules and regulations (carefully formulated and strictly enforced rules assure some behavior, and prohibit other behaviors).
4. Administrative Impersonality (personnel decisions such as hiring, promotional eligibility, and firing are undertaken in-part by an authority (Civil Service Commission) other than the organization's chief executive officer).

The Muscatine Police Department has historically followed a traditional organizational model, much like most other law enforcement agencies. For the most part, law enforcement has embraced such an organizational structure because law enforcement has traditionally functioned best through a coordination of effort, much like the military. Coordination of effort is achieved through formulation and enforcement of policies, rules, and regulations. Our chain of command is nothing more than a control mechanism dedicated to making sure the right people do the right things at the right time.

Patrol Division

The patrol division operated with three shifts throughout 2017. Day (1st) shift worked an 8-hour schedule, (5 days on – 2 days off). The afternoon & night (2nd & 3rd) shifts work a 10-hour shift schedule, (4 days on – 3 days off). This schedule helped create a 4-hour overlap between the 2nd & 3rd shifts, from 2100 and 0100 hours. The extra manpower created during this overlap was used to supplement several things, such as special patrols which targeted problem areas, increased bike patrols, department training, and allowing officers to accomplish various community policing projects. It was the hope to return day shift to a 10-hour schedule but two new hires failed to satisfactorily complete their field training program and were released from the department, which kept manpower too low within the patrol division.

Problem oriented policing & community policing are two policing techniques, which are both encouraged and supported within the patrol division. *Problem oriented policing* entails identifying and defining problems within the community and developing plans for addressing them. These plans often involve partnering with other resources/businesses within the community. This gives the shifts a project to focus on. These programs are then evaluated for effectiveness and progress. These problem oriented policing projects have had a tremendous impact on the reduction of community related issues and crime within the city of Muscatine.

Community Policing involves the building or improvement of relations between the department and the community it serves. One of the ways this is accomplished is by encouraging more officer involvement and/or interaction with the community. In turn, this encourages the community to become more involved with the police department and its efforts to keep the community safe. This can be done on a large scale community setting, (city wide), or a small scale community setting, such as a specific neighborhood or housing unit. This type of policing helps the department to better understand the issues which the community feels are important and encourages the community's participation when developing solutions. For a detailed analysis of these programs please refer to Community Policing/Problem-Oriented Policing section of this report.

The Chaplin Corps program, which was revitalized in 2013, continues to grow and become a more intricate part of the police department. Headed by Elder Tom Berryman, they are constantly looking for ways to improve upon their training and

expand their roles within the department. Tom is assisted by his wife, Elder Sandra Berryman, Pastor Alex Kindred and Pastor Don Timmermann.

The Chaplain Corps fulfills a dual role, that of community involvement and counseling during traumatic events such as serious or fatality accidents, suicides, homicides, or death notifications, and the support of Department staff through counseling and communication. Chaplain Corps members make an effort to embed themselves within the Department's patrol shifts and establish relationships with officers. This is an effort to help employees feel comfortable in communicating with members of the Corps. It is the intent of the Department and the Corps to provide an alternative outlet for informal counseling outside the Employee Assistance Program offered by the City of Muscatine.

The Chaplain's involve themselves in other activities such as the Shop with a Cop program, the Holiday Stroll & the Department's Police Memorial service. The department sponsors training opportunities from time to time for members of the chaplain corps and would like to begin utilizing them during critical incidents. Their roles could include anything from functioning as an incident scribe to becoming an information/liaison officer between various units during critical incident deployment.

The Patrol Division continues to support a number of specialty assignments that department members can volunteer to be part of. These include assignments such as the School Resource Officers (SRO), the K-9 Unit, Bike Patrol Unit, Muscatine Evidence Technician (M.E.T.) program and the Special Response Team (SRT).

The School Resource Officer's (SRO) are Officer Jeff Conard and Officer Whitney Peña. Officer Conard works primarily in the High School, while Officer Peña works primarily with the Middle Schools. During the summer break months both officers get reassigned to patrol. Their positions are rotated every 6 to 7 years.

The SRO's conduct A.L.I.C.E. training for all school personnel, which covers response protocol for an active shooter/threat events. They have implemented a truancy enforcement program this year in an effort to compel more kids to be at school. The SRO's put in a great deal of work into getting this program up and running. They have already seen results from its implementation.

The Muscatine K-9 Unit operated with two dog & handler teams in 2017, Officer Alex Rink with his German Shepherd, Jaxx, and Officer Minnat Patel with his German Shepherd, Nero. Both dogs are trained as a dual purpose (narcotic & street patrol) dogs.

With two teams assigned to the Muscatine K-9 Unit, the department is able to provide K-9 coverage over a broad range of hours by assigning the K-9 teams to opposite shifts. The dual purpose K-9s currently employed by MPD have the following capabilities: Narcotic Detection, tracking, apprehension, article searches, and crowd control. The K-9 teams are subject to callouts in the event the need arises for one and neither team is not on duty. The K-9 unit has worked closely with the department's Street Crimes Unit as well as outside agencies such as the Muscatine County Drug Task Force and the Iowa State Patrol. The K-9 Unit has also assisted the Muscatine Community School District with student locker searches.

This year they responded to approximately 153 calls for service, a 30% increase from 2016. Between the two K-9 teams they seized 866 grams marijuana, 15 grams of methamphetamine, 3 grams cocaine, 1 gram of heroin, 8 firearms and \$11,713 in cash. They also participated in 8 school searches and conducted 9 walk throughs at the MCSA building. They were credited for 8 apprehensions, all of which were non-bite arrests. The K-9 Unit rounded off the year by conducting 10 public demonstrations, allowing the public some meet & greet time with their canine partners.

Training is a critical component for effective K-9 employment. The department's K-9 teams have been attending 8 hours of monthly training, where they get together with other K-9 teams from the QC area. Training with a group allows them to network and gain outside insight to their training styles and tactics. In addition to monthly training, the K-9 teams will train on duty as time allows. This ensures that the teams are training in realistic situations and allows them to demonstrate proficiency while at work.

The department's Bike Patrol Unit was used consistently throughout 2017. They generally patrol the city's bike paths and problem areas, during the shift overlaps. They were also assigned to work several special events, the Cultural Diversity celebration, "Keep Muscatine Beautiful" Blue Zone event, the 4th of July, and the Melon City Criterion were just a few. The Bike Patrol Unit is a voluntary assignment. If selected, officers are sent to a (2) week school to become bike patrol certified.

The Muscatine Evidence Technician (MET) program is comprised of a small group of officers who have received specialized training in photography, as well as the collection and processing of evidence. They work on an on-call basis throughout the year and are relied upon to process all major crime scenes. These scenes

included everything from burglaries to homicide investigations. In addition to being subject to call outs, these officers also help process scenes that are encountered while they are working shift.

MET members are all assigned lab time, which is located in the basement of the PSB. Here they are responsible for processing any items of evidence that were brought in by officers outside of the MET team. The MET officers undergo continuous training to keep their skills sharp and updated. This year the department brought in an evidence specialist who conducted a week long training school for all our MET members. The Muscatine County Sheriff's office was also extended the opportunity to attend and sent several of their own personnel as well. In 2016 the department upgraded the crime scene camera for the MET team. This year, 2017, the department acquired a state of the art super glue chamber which MET members can use to raise finger prints. The department remains committed to running its own competent crime scene investigation unit.

The Department's evidence storage room continues to rid itself of evidence that is no longer relevant due to either case resolution or statute of limitations. In 2017, there was 2003 items that were received for evidence, while 2102 items, from older cases, were released. The current, full time evidence custodian is doing an excellent job maintaining the progress made in 2016 to better manage evidence storage. However, our current evidence custodian has announced his intention to resign his position come December 2018. It will be a challenge for the department to find someone to fulfill his role.

The Animal Control Officer (ACO) has been busy throughout 2017. The ACO responded to 1150 call for service and had 63 bite cases this year. She has also explored ways in which she can better interact with the public. The ACO has been using Facebook to post stray animals and has enjoyed some great success in reuniting them with their owners.

The ACO attended the Muscatine Health Fair again this year. She was allowed to borrow a pet tag machine from the Muscatine Humane Society for this event and made pet identification tags for people. Recently, the ACO has partnered with a concerned citizen who wanted to raise awareness about animal care during the bitter cold times. Together, they have been raising money, purchasing equipment, and delivering those supplies to animals in need in an effort to help keep them warm and safe during the cold winter months. Some of the equipment they have helped give away includes, dog houses, heated water bowls, and hay to insulated houses with. In the spring of 2018, the ACO is hoping to put together a "Chip Your

Pet” day, which would offer micro-chipping for pets at a very low fee. As we turn the corner into 2018, the patrol division will continue to build upon the foundation of partnering with the public to help keep Muscatine a great and safe community.

Investigative Division

General Information

The Criminal Investigation Division is under the command of Lt. Anthony Kies. The Division is comprised of eight officers. Three are assigned to the Major Crimes Unit, two officers are assigned to the Muscatine County Drug Task Force and two officers are assigned to the Street Crimes Unit.

Current Operations and Trends

In 2017, the Major Crimes Unit (MCU) and Street Crimes Unit were assigned a total of 186 investigations. A total of 74 arrests or requests for arrest warrants were made in 2017. Of these 74 arrests, 7 were for firearms related offenses and 4 were for stabbings. Street Crime Unit was up and running for half of this year and conducted several investigations to include assisting Drug Task Force and Major Crime Unit as well.

The major crimes unit also teamed up with Mississippi Valley Child Protection Center in Muscatine and Muscatine County Sheriff to educate and train members of our community on how to report child abuse and sex abuse crimes. The departments delivered a presentation to faculty and staff of the Muscatine School District in order to guide them in the right direction for proper handling of sex abuse crimes when the victim comes to school.

In March 2017, the Muscatine Police Department responded to an incident of gunshots being fired in the 600-block of West 3rd Street. The emergency call came from a 22-year old male, who had been shot in the back during a struggle. Multiple officers responded, rendered aid to the victim, and assisted medical personnel in retrieving the victim from a possibly dangerous scene. The Major Crimes Unit became immediately involved and met with the victim briefly at Unity Point Trinity of Muscatine, before being airlifted to the University of Iowa Hospitals and Clinics. In the following days, investigators met with the victim in the Intensive Care Unit at the University of Iowa Hospital to learn more information about the case.

Investigators learned that the victim, along with a friend, had arranged to meet with two juvenile males near 4th Street Park in Muscatine. It is suspected that a minor drug transaction was to take place, and the shooter attempted to steal from the victim and flee the scene. This attempted theft resulted in a brief physical struggle.

The shooter separated from the fight, and instead of fleeing, pulled out a handgun and fired two gunshots into the victim as he laid on the ground. He also fired two additional shots at the other adult male, who started to flee the scene after the shots were fired. He successfully shot this other person in the back, but the bullet had traveled through an open car door, effectively slowing it down so it didn't cause any permanent damage.

It was learned through the investigation that a 16-year old juvenile male, was identified and, was responsible for the shooting. He had fled Muscatine shortly after the incident and was residing in Fairfield, Iowa with his mother.

An arrest warrant was secured for the juvenile male and efforts were coordinated with the Fairfield Police Department. Suspect was taken into custody without incident, and a warrant to search his residence was prepared by the Muscatine Police Department, but executed by the Fairfield Police Department. Relevant evidence, including bloody clothing and cellular phones were seized and used in the prosecution of this case. Corroborating information was also given by the Jefferson County Juvenile Court regarding the juvenile's recent activities and past history.

In the months following the initial arrest, attempts were made by friends and family of the accused to influence the investigation, including intimidating a crucial witness to the shooting. Additional charges were filed against a 16-year old male in May 2017 for Tampering with a Witness, where a group of friends of the suspect went to a witness' place of work in Muscatine, and physically threatened him for his cooperation in the investigation.

Investigators coordinated with Muscatine Evidence Technician members to properly examine the scene and collect relevant evidence. Coordination was also made with patrol officers throughout the investigation, through critical incident debriefings, and through the relaying of ongoing intelligence. During their initial response, patrol officers made critical observations and identified witnesses, victims, and other potential suspects.

Throughout the investigation, Major Crimes Unit investigators interacted with hospital staff both at Unity Point Trinity in Muscatine, and at the University of Iowa Hospitals to understand the medical results of the gunshot wounds to the victim. Investigators have repeatedly contacted the victim and his family to provide updates, learn more information, and offer encouragement to be patient while the justice system functions. The investigation required the execution of

multiple search warrants, including the home address of the shooter, other locations in Muscatine attempting to locate the firearm, and multiple warrants authorizing the examination of cellular devices and social media websites to corroborate information.

Muscatine County Drug Task Force (MCDTF)

The Muscatine County Drug Task Force continued to work as a multi-jurisdictional task force with Muscatine, Cedar and Louis Counties. The MCDTF has also assisted several agencies in 2017 to include Burlington, Cedar Rapids, Quad-Cities to include Illinois and Iowa City. This doesn't cover all areas that we have assisted in, however it marks where the majority of our time has been spent assisting other agencies, or following up with our investigations.

Muscatine County Drug Task Force Statistics (Calendar year 2017)

Activities

Arrested - 93

Search Warrants conducted -100

Drug Seizures.

Cocaine - 581.2 grams

Crack - 2 grams

Methamphetamine & Ice-Methamphetamine - 19,603.8 grams

Marijuana - 12,638.6 grams

Other Seizures

Firearms - 80

Currency - \$145,079.05

Real Property - \$16,000

Muscatine continues to be a distribution point for large quantities of narcotics, including cocaine, marijuana and ice-methamphetamine. We have seen small amounts of heroin use in the past year which contributed to one death in late 2017.

MPD Street Crimes Unit

The SCU has had a busy and successful year in targeting Street level crimes. As in past years the SCU also assisted the MCDTF in several cases as well as supporting the Major Crimes Unit. The Street Crimes Unit made a total of 75 arrests in 2017. SCU took a major roll this year in several of our shootings and took on initiative as the lead investigator.

On 7/28/2017 SCU responded to a shooting incident at 518 Linn St. SCU located the fleeing suspect at 905 West 4th St. along with the run vehicle that had a black handgun lying on the passenger side floor board at the time of our arrival. The shooting suspect was identified and detained for questioning by Investigations.

SCU conducted interviews with the victim and witnesses at Trinity Hospital. The victim was shot in his arm and had serious injuries requiring surgery at UIHC. After interviews with the victim and his family, SCU and Major Crimes Unit conducted a joint interview with the suspect while retracing his route of travel before and after the incident.

During this interview, the suspect gave SCU a full confession of his involvement as the shooter. At a later date the suspect was charged with Willful Injury and Intimidation with a Dangerous Weapon.

On 7/29/2017 SCU responded to a shooting incident in the 500 Block of W. 3rd St. in which (19) .223 Caliber rifle rounds were fired. SCU started an investigation. SCU canvassed the area interviewing all neighbors and witnesses to the act. SCU obtained valuable home security video footage from a concerned citizen which assisted us greatly in identification of the suspect.

Our suspect was eventually located at an address in Muscatine, IA along with the vehicle used during the incident. SCU wrote and applied for a Search warrant for the residence and vehicle which was granted. SCU conducted both non-custodial and custodial interviews with the suspect during the course of the evening leading up to the search warrant execution.

During interviews, the suspect gave SCU a full confession for his involvement as the shooter in the incident. SCU obtained valuable evidence to corroborate the confession and video footage in the case during execution of the warrant. Suspect was arrested and charged with Going Armed w/ Intent.

The SCU were involved in several calls for service where shots were fired. In July SCU were assigned three shooting calls for service and closed all of them within 72 hours with an arrest. The SCU continues to attend the Midwest Gang Investigators Association Conference every spring and they also continue to attend Safe Streets Meetings every month. The SCU is a very valuable division in our department and serves many roles. This year SCU has made many schedule adjustments to assist Major Crimes Unit and Muscatine County Drug Task Force in case conclusions.

Objectives to be Accomplished

The Investigative Division's primary goal is to proactively deter crime, whether it involves the violent crimes such as sexual assault/abuse that the MCU focuses on or the drug crimes which the MCDTF focuses on. The MCU will continue to strive for advanced training in areas homicide investigation, sex abuse investigation and cyber-terrorism preparedness. The MCU will continue to have a primary focus on victim orientated offenses (homicide, sexual assault, child pornography) with property offenses (burglary, theft, criminal mischief) as a secondary priority. We will continue to use social media to involve the public to help us develop leads in serious crimes.

PROBLEM ORIENTED (POP) AND COMMUNITY ORIENTED POLICING (COP)

Problem Oriented Policing is defined as *“policing strategies that involve the identification and analysis of specific crime and disorder problems, in order to develop effective response strategies utilizing community interaction wherever possible.”* POP as well as Community Policing projects have become a cornerstone of proactive law enforcement efforts in Muscatine since their introduction by then Chief of Police Gary Coderoni in the early 1990’s. Since that time the Muscatine Police Department has operated or been involved in numerous project and programs that have attempted to address issues within the community while developing greater interaction between citizens and law enforcement. Some programs have met the need and been discontinued, only to be re-deployed again later such as the Street Crimes Unit. Others have fulfilled their goals and then permanently disbanded. At its most basic, Problem Oriented Policing is the identification of an issue, developing a strategy to address the issue and deployment of that strategy. The addition of a Community Policing component to the equation helps to develop a common goal between the citizens and law enforcement.

Operation POPCAN

During 2017 the Muscatine Police Department continued its efforts in both Problem Oriented Policing as well as Community Policing areas. One of the longest running POP programs in the MPD is our “POPCAN” program. This project assigns a member of 1st Shift to one of several housing complexes in our community. The choice of what complexes are assigned to POPCAN is determined on a yearly basis dependent on the needs of that area and the availability of personnel. The primary mission of POPCAN is for the officer to develop relationships with both the management and tenants. These relationships help to foster cooperation, prevent misunderstandings and gather intelligence that helps the department address issues of specific importance to the tenants as well as management. The individual officers develop goals and in some cases plan operations and events designed to help better complete our mission of providing a safe and secure environment for citizens to live and work. The following is a list of POPCAN sites that were active in Muscatine during 2017;

Sycamore Estates	(2400 Park Ave)
Muscatine Community College	(152 Colorado Street)
Cedar Parks Apartments	(1816 Logan Ave)
Cedar Hills Complex	(2002 Logan Ave)
Muscatine Center for Social Actions	(312 Iowa Ave)
Colorado Parks Apartments	(401 Colorado Street)
Ripley's Trailer Court	(North Highway 61)

By far, the most concentrated efforts of POPCAN are directed towards Cedar Hills and Cedar Parks complexes. Because of the strongly diverse population within these two communities the primary focus of POPCAN is to develop professional relationships to assist in dealing with the unique problems that can present themselves in that type of environment. The POPCAN officers have worked hard to achieve those goals as well as becoming an involved member of those communities. During this last year, the officer assigned as the liaison, organized activities with the goal of helping to gain the trust and create opportunities for positive interaction between the department and tenants. One of those activities was allowing children to paint pumpkins near Halloween. Another activity was a neighborhood block party in which Power & Water opened the fire hydrants within the complex and allowed the kids to enjoy a hot sunny day in the water. This was followed with a cook out. As simple as these sound, they are perfect examples of the primary focus of projects like POPCAN. There is only some much that can be accomplished by a police officer on patrol but with the added eyes and ears of the entire community, one can become many.

Muscatine Center for Social Action

In 2017 the Muscatine Police Department continued its close cooperation with the Muscatine Center for Social Action (MCSA). Since 2006 a member of the police department has sat on the Executive Board for MCSA. The ability of the MPD member to participate in the operational and logistical decision making process has helped to create a common goal mentality between the MCSA and the MPD. This has helped foster a greater understanding by each entity of what the others goals are and how we can best work together to achieve those goals.

Park & Walk

The Muscatine Police Department continued its “Park & Walk” project during 2017. During this time period officers conducted over 570 Park and Walks, accounting for more than 280 man hours. This project is designed to allow officers an opportunity to get out of the squad car on foot patrol and interact with the community on a non-enforcement related basis. Officers are encouraged to spend 30 minutes each shift on foot somewhere in their assigned beat area, visiting places like schools, the downtown business district, parks and the river front. Though the primary goal of this project is to create opportunities for personal interaction between officers and the community, it has the added benefit of becoming a deterrent for criminal activity as well.

Operation Clean Sweep

In 2017 “Operation Clean Sweep” continued to be active. This program is designed to enforce the graffiti ordinance by gaining the cooperation of property owners in quick removal and businesses to restrict access to the paint by juveniles. Study after study has shown that when graffiti is removed within 24-48 hours of going up there is a nearly zero reoccurrence rate. As part of the program, suggestions are made to the property owner on how to avoid similar occurrences. Some of these suggestions are;

- 1) Report graffiti to the police department immediately
- 2) Restrict access to prone areas by planting trees and shrubbery
- 3) The installation of lighting in dark, targeted areas
- 4) The use of graffiti resistant surfaces when possible.

Coffee with a Cop

The “Coffee with a Cop” project was also active during 2017. This project allows officers and citizens an opportunity to converse and interact outside of their normal roles. During the year there were several events that were hosted by various business in the community where people had a chance to voice concerns, ask question or just get to know the officers. Members of the Muscatine Police Department Chaplains Corp were even able to be involved in a few of the events. The primary focus of these events is to allow for a low stress environment for interaction but there is also a beneficial exchange of information as well. Both

sides can get outside of their official roles as citizen or officer and take the opportunity to talk to the person underneath.

Other Events & Opportunities

There were several other smaller programs and events that happened throughout 2017 that added to the overall goals of the POP program such as K-9 demonstrations, Muscatine Health Fair, the Walking School Bus, Secret Reader program, Free Fishing Day with Optimae clients, Trunk or Treat event, Holiday Stroll booth, and involvement in cultural diversity events. In 2016, night shift officers developed a bicycle give-away program. The original plan was to gather used bikes, repair them and then give them away to children in the community. However once the bikes had been gathered it was determined that it would cost more to repair them than it would to purchase new ones. Instead, the officers approached local business owners and community leaders and were able to gather enough in donations to purchase approximately 120 new bicycles from Walmart. Throughout 2016 and into 2017 the Muscatine Police Department held several events where these bikes were given away to local children. The last of these bicycles were given out at the 2017 Holiday Stroll, which brought an end to this project.

Muscatine Police Officers Association

Though not under the direct purview of the department, the community policing efforts of the Muscatine Police Officers Association has added greatly to the cause. The Muscatine Police Officers Association (MPOA) is a local affiliate of the Iowa State Police Association. The MPOA was founded in 1934 and is one of the oldest such association in Iowa. The MPOA is a fraternal/charitable organization within the Muscatine Police Department and membership is open to all sworn personnel.

The charitable efforts of the MPOA deal mainly with the youth of Muscatine and the surrounding area. Through programs like “Shop with a Cop” the MPOA seeks to foster good relations with those that will one day become citizens of our community and to improve the department’s image within the community. The MPOA sponsors both boys and girls sports activities through Muscatine Parks & Rec, the Youth Sports Foundation and other such organizations. The MPOA is also the primary contributor to the Police Explorer program. However the MPOA’s oldest and most recognized activity is the “Shop with a Cop” program. For the last 25+ years the MPOA has conducted its “Shop with a Cop” program and during

that time they have raised over \$235,000 and taken over 2250 under privileged children Christmas shopping. There is no way to estimate or gauge the amount of goodwill or community spirit the “Shop with a Cop” has fostered during the last 25+ years however there can be no doubt that it has advantageous to the department as a whole.

Law Enforcement Accreditation

Law Enforcement Accreditation began with the creation of the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) in 1979. The Commission was created through the joint efforts of the major law enforcement executive associations:

- International Association of Chiefs of Police
- National Organization of Black Law Enforcement Executives
- Police Executive Research Forum
- National Sheriff's Association

The purpose of CALEA's accreditation program is to improve the delivery of public safety services. Their stated goals are:

- Strengthen crime prevention and control capabilities
- Formalize essential management procedures
- Establish fair and non-discriminating personnel practices
- Improve service delivery
- Solidify interagency cooperation and coordination
- Increase community and staff confidence in the agency

CALEA's governing body is comprised of twenty-one commissioners. Eleven must be law enforcement practitioners and the remaining ten are selected from the public and private sectors. The commissioners are appointed by the four founding law enforcement organizations and serve without compensation.

There are currently more than 600 accredited law enforcement agencies in the United States and also some in Canada, Mexico and Barbados. In the State of Iowa, there are eleven (11) accredited agencies to include 8 Municipalities, 1 Sheriff's Office and 1 state law enforcement agency and 1 communications center.

The Muscatine Police Department received its initial accreditation award in December of 2000. Since that time we have been awarded reaccredited status in 2003, 2006, 2009, 2012 and 2015. Our next reaccreditation should occur in November of 2019.

A new process for file/standard review was implemented by CALEA at the end of 2015. In this new process, a file review of approximately 50 standards is performed

on an annual basis remotely by a CALEA employee. The purpose of the review is to ensure that the required standards for formal reaccreditation at the end of the four year cycle are in compliance prior to the on-site assessment by CALEA Assessors. The previous assessment process was only completed at the time of the on-site assessment which occurred when the three-year evaluation cycle was complete. The annual reviews started in 2016. The 2017 yearly review was completed on 12/30/17. Each year the annual review is conducted by a different CALEA employee. The annual review was successful with just a few minor clerical issued to clear up.

In 2015 CALEA started the process of revising the accreditation standards. The 5th edition standards, which we currently operate under, were created and approved in 2006. At the March 2017 CALEA conference the 6th edition standards were approved by the commission. However, the department will continue to be assessed under the fifth edition standards until the conclusion of the current assessment period (to be completed in 2019). At that time there will be a transition to the sixth edition standards. This means that Muscatine Police Department policies will require extensive review/revision in order to ensure compliance with the new standards. Sgt. Motto will be completing training and adjusting policies as need be in order to make the revision as seamless as possible.

Law Enforcement Accreditation puts the police department in much better position to defend against any lawsuits which may arise since the department is complying with national standards of operation and not merely standards developed by the police department. Having people from outside the agency come in to critique our policies and procedures and help us identify those which do not meet national standards is a plus for the department as well as the city. Being accredited also lends itself to lower overall insurance premiums for police liability insurance.

In addition, accreditation aids in creating better quality, trained and professional personnel. By requiring officers to adhere to policies that have been developed and approved through the accreditation process and CALEA, officers are performing assignments in a manner that is nationally accepted as the best practices for law enforcement. As a result, accreditation has led to advances in the investigation of criminal incidents, prosecution of criminal cases and overall customer service within the community for the Muscatine Police Department.

AUTOMATED TRAFFIC ENFORCEMENT

Background

In 2010, the City of Muscatine awarded the contract for our Automated Traffic Enforcement (ATE) initiative to Gatso USA. Through accident data as well as speed and red light violation surveys we decided that eight (8) approaches at five intersections would receive the equipment. The system was set up to monitor red light violations as well as speed violations at all five (5) intersections. The intersections selected for the ATE equipment were:

Washington St at Park Ave (north and south approaches)
Cleveland St at Park Ave (north and south approaches)
Cedar St at Houser St (east and west approaches)
University Dr at US Hwy 61 (westbound approach)
Mulberry Ave at US Hwy 61 (westbound approach)

The ATE equipment was built and installed by Gatso USA at no cost to the City of Muscatine. The City and Gatso USA worked closely with the Iowa Department of Transportation to ensure that the entire construction and sign placements were completed to their requirements. Winter weather delayed the construction process during December and January. Each intersection has speed limit signs and red light signs that clearly advise that photo enforcement equipment is used at those intersections. In addition to those signs, the City elected to put up “traffic laws photo enforced” signs on every corporate limit signs posts on roadways entering Muscatine.

The camera/radar system detects violators and passes the violation information to a Gatso employee who verifies that a violation appears to have occurred and then they create a violation package that includes location information, violation information and vehicle information. This event package is then sent to our department for review. A police officer who has been trained on the system reviews the data and determines if a violation of the city ordinance has actually occurred and if the violation, location and vehicle information matches what is viewed in the photos and video. If everything matches up and a violation has actually occurred then the officer will issue a citation.

The ATE equipment not only detects and documents red light and speed violations but also has other capabilities. The system can be set for license plate recognition for Amber Alerts or other major crimes that occur close to these intersections. The

video that the system archives has been used multiple times as evidence in court for citation issued due to traffic crashes in the area of the ATE equipment.

On March 11, 2011, the Automated Traffic Enforcement equipment was activated at the intersection of Cedar St and Houser St. On March 18, 2011, the Automated Traffic Enforcement equipment was activated at the intersections of US Hwy 61 and Mulberry Ave, US Hwy 61 and University Ave and Park Ave and Cleveland St. Because of property questions and construction delays, the intersection of Washington St and Park Ave wasn't active until May 21, 2011. Each intersection had a warning period of 30 days.

Since 2007, the Iowa State University Institute for Transportation's Center for Transportation Research and Education (CTRE) has conducted three research studies related to Automated Traffic Enforcement. These three studies have been funded by the Iowa Department of Transportation. Late in 2013, the CTRE released the latest study that supported the use of Automated Traffic Enforcement. This study, "Improving Traffic Safety Culture in Iowa – Phase 2" was a survey of the attitudes and opinions of the citizens of Iowa. **The survey found that 56.4 % of those surveyed supported the use of ATE equipment for speed enforcement and that 70% supported the use for red light detection and ticketing.**

The recommendations from this study were to "pursue increase in automated enforcement to reduce speeding related crashes and other aggressive behaviors, such as red light running." These recommendations mirror the research from 2010 and 2007.

In 2014 we saw the Director of the Iowa Department of Transportation's "Primary Highway System Automated Traffic Enforcement Guidelines" became an administrative rule even though there isn't a state law to correspond to these rules.

In March 2015 Steve Gent, the Director of Traffic and Safety told the City of Muscatine that we must remove the camera system at the westbound approach at US Hwy 61 and University. He stated that the camera was within 1000 feet of a speed change, crashes had stayed the same or risen slightly and that there were a high number of speed cites issued from this approach. The City of Muscatine appealed this opinion based on a number of factors.

1. The IDOT engineered this approach and signage placement and went so far as to install the signs where they said they need to be. We requested the IDOT to move the signs to the 1000 ft mark on numerous occasions.

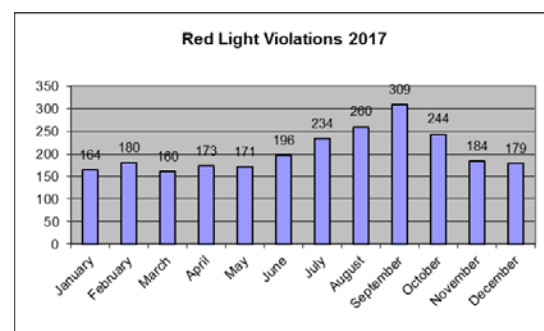
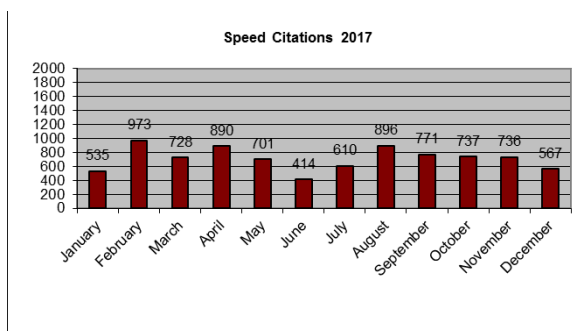
2. The idea that speed enforcement could not be conducted within 1000 feet of a speed change goes directly against current state law.
3. The ATE system at this approach was installed for speed enforcement. Crashes weren't a factor in this decision. This is a portal to a major business district in the city and, as such, the reckless habits of speeders created a major hazard to the business, their employees and their consumers.

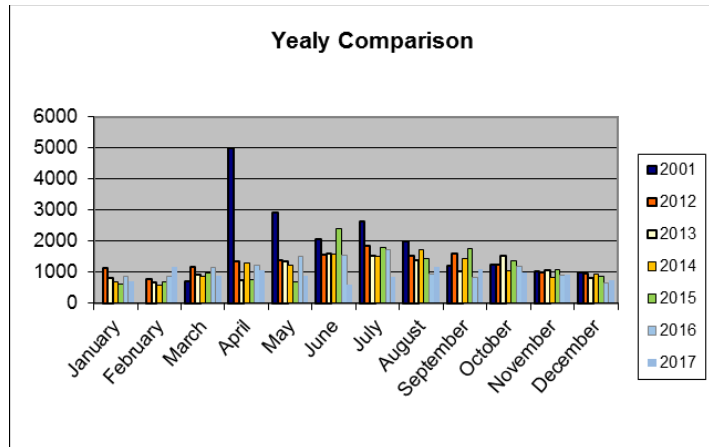
Working within the “rules” the IDOT created, the decision of Director Gent was appealed. This appeal went to the IDOT Director. The Director agreed with his coworker and upheld the recommendation that we remove this approach.

The City of Muscatine and a number of other cities in Iowa filed suit against the Iowa DOT in June of 2015. April 2017 a district judge in Polk County ruled the IDOT had the authority. Following this ruling, the Iowa DOT rescinded their agreement to allow the approaches in question to continue to operate. At the end of April the approach at Hwy 61 and University was deactivated. The municipalities involved in this legal action have appealed the court's decision to the Iowa Supreme Court. A decision is anticipated to occur sometime in 2018.

Current Statistics

During 2017 there were a total of 11,012 citations issued. 2,454 citations were issued for red light violations and 8,558 citations were issued for speed violations. 2,975 speed violations were generated from the mobile speed vehicle (Chevy Sonic) that was in operation the complete calendar year. Comparing this data to the violations issued in 2016, there was an 18% (2,310) reduction in citations issued for calendar year 2017. A decrease of 608 (8%) red light violations was experienced in 2017. Speed violations decreased by 1,701 (17%) violations compared to 2016.





At the end of April, following the judge’s ruling, the approach on Hwy 61 at University was deactivated as mentioned in a prior paragraph. The first four months of the year we saw a reduction of 970 (47%) violations at this approach. Historically, in the 8 months this approach was active in 2011 there were 12,857 speed violations. By 2016 the number of speed violations dropped to 5,999! That was a **54%** reduction of speeding vehicles through that approach. Please remember that this approach was chosen for the speeding vehicle issue and not for the crash rate. This is a big detail that the Iowa DOT completely ignores.

Following the highly publicized deactivation of the ATE equipment at this approach we found a HUGE increase in speeding incidents. During the period from May through the end of November there were 18,578 vehicles recorded traveling 11 mph or more through that intersection. From past experience we have found that 20 – 30 % of these events would translate into enforceable violations. That equates to 13,003 to 14,862 violations during that 7 month period! This area is a growing business district and development is planned for additional housing. It is beyond comprehension how the Iowa DOT can say with a straight face that this program and equipment has not been effective.

2017 will be the first full year we have been running the mobile speed vehicle. This is a Chevy Sonic. The mobile ATE vehicle has been deployed on city streets that are not primary roadways where the Iowa DOT has influence. The locations for the vehicle to be set up are determined by citizen complaints/request, input from agency employees about high speed locations and from city staff. The Sonic is typically deployed for a 24 hour period. After each deployment it needs to be recharged for a similar timeframe. The Sonic is also used for data collection for Public Works and the city’s traffic committee.

The department has received approximately 65 citizen requests for locations of the mobile speed vehicle in 2017. During 2017 there were 2,975 speed violations issued from the events captured by this system.

Since 2011 we have seen a reduction in crashes each year at each intersection where ATE equipment is operating. The chart below lists crashes since 2010 at the intersections where ATE equipment is installed.

Year	Total	PI	PD
2010	34	9	25
2011	28	9	19
2012	26	6	20
2013	19	4	15
2014	25	2	23
2015	19	2	17
2016	28	4	24
2017	21	3	18

In 2017 we saw a decrease in the crash rate of 25% from 2016. This is still a reduction from the pre-ATE era. The injury crashes remained very low with only 3 personal injury (PI) crashes at these intersections!

In conclusion: Are the traffic cameras having any effect on the driving habits of area drivers? After looking at the statistics for citations and crashes for the time the ATE systems have been installed and running we believe they are. We continue to have less crashes (39% less) at these intersections then the year prior to implementation. We have less red light and speed violations then the prior year. There is also the glaring evidence with the deactivation since May of the approach at Hwy 61 and University Dr.

Field Training Program

The Muscatine Police Department's Field Training Program is an intensive, hands-on training program that all new recruits are required to complete upon graduation from the Iowa Law Enforcement Academy. It is structured and organized training which is broken down into four steps or phases. Each step is comprised of a set number of training task lists, which the probationary officer, under the guidance of his/her Field Training Officer (FTO), must master and sign off on. As the probationary officer progresses through each of the steps, he/she is expected to take on more of the work load and demonstrate a continual growth in overall self-proficiency. Upon successful completion of the fourth step, the probationary officer is allowed to begin solo patrol. Each step is approximately one month long but may take longer under extenuating circumstances. The officers that oversee all of this training are known as the field training cadre. The cadre is comprised of all active FTOs, the FTO coordinator and the FTO commander.

The FTO commander is the Patrol Captain Steve Snider. The FTO coordinator is filled by Sgt. Chad A. Said and Sgt David O'Connor. The coordinator is responsible for creating and maintaining the training schedules and training tasks for the probationary officers. The coordinator will facilitate monthly cadre meetings whenever a probationary officer is in training. Should a probationary officer begin to show performance deficiencies during their FTO training, the coordinator will meet with both the probationary officer and his/her FTO and assist them in developing a plan of action that will help the probationary officer bring his/her performance back up to an acceptable level. The FTO coordinator reports to the FTO commander and keeps the commander apprised of probationary officer's progress.

The most crucial position in the field training cadre is that of the Field Training Officer (FTO). The FTO is responsible for conducting all training and completing daily evaluations of the probationary officer's performance. Beginning the first day a probationary officer arrives from the academy, he/she is assigned to an FTO and they become permanent partners throughout the first step of training. This FTO is known as their primary FTO. The probationary will then rotate to two more different FTOs for steps two and three before rotating back to his/her primary FTO for step four of their training. The primary FTO is then able to see how far the probationary officer has advanced in his/her training. The primary FTO will be the one who recommends the probationary officer advance to solo patrol.

Becoming an FTO (Field Training Officer) is completely voluntary and officers wishing to become an FTO must go through an application process. Once their application is received it is reviewed by the entire FTO cadre. The officers applying must have a solid work record free of any disciplinary issues. They must be self-motivated and able to work well in a team environment. Only officers that have demonstrated an above average work performance are considered for appointment as an FTO. Once the field training cadre votes on which candidates to recommend, those candidates are then reviewed by the FTO coordinator and the FTO commander before final approval is given. Once an officer is selected to become an FTO, he/she is sent to a 40 hour course, which teaches them how to train, evaluate and document the probationary officer's performance.

The officers selected to become FTOs are some of the best the department has to offer. The majority of FTOs see advancement into special assignments or through promotion. The months that FTOs are assigned to train are very time consuming for them and they generally have little time for anything else. They do this willingly, without complaint and minimal compensation for taking on the extra duty, because each FTO understands the importance of turning out a competent and self-sufficient officer at the end of the training process.

Implementation of software designed to assist the FTO's with training began in 2013. This involved some customization and inputting of the training tasks that we had already developed as part of the existing program. What this has done for us is it has streamlined the training process. We no longer keep daily training logs on paper. The program is a paperless system that is maintained online. The new officer's progress in the program can be reviewed by the FTO, Shift Supervisors and Command Staff at any time, by accessing the program by using a desk top computer or any Mobile Data computer in a squad car.

We currently have a new officer that graduated from the Iowa Law Enforcement Academy in December and another new officer set to start his training there after the 1st of January 2018. These officers were hired in the late summer and fall of 2017. The newest ILEA graduate is on schedule to begin his training within our department December 26, 2017. He should complete his training and be counted on for solo patrol duties in April of 2018.

The department continues its implementation of a mentoring program for all new recruits. The program works by pairing a seasoned officer (mentor) with a new recruit. The mentor then takes on the role of coaching the new officer as they transition into their new law enforcement career. The mentor will help the new

recruit with everything from finding a place to live to learning and understanding the department's philosophies and politics. The goal of the mentoring program is to increase the department's retention of new officers.

Becoming a mentor is also a voluntary assignment. The mentor fulfills a different role from that of the FTO, therefore they cannot be one in the same. Those officers who volunteer for the mentoring program are screened for their suitability for such an assignment prior to being appointed. We are hopeful that this program will become a successful component in our efforts to slow down the turnover rate within the department by helping our new recruits become better adjusted and more comfortable with making Muscatine their permanent home.

SPECIAL RESPONST TEAM (SRT)

The Muscatine Special Response Team (SRT) is a specialized unit consisting of individuals who have received additional training in weapons handling and tactical maneuvers. The SRT consists of long rifle marksmen (snipers), tactical operators, tactical emergency medical personnel, (TEMS) and negotiators. The number of members on the SRT fluctuates depending on manpower, school availability, and interest. The department currently has 6 long rifle marksmen, 10 tactical operators, and 3 TEMS members. 5 Hostage negotiators also work with the SRT when needed. Assignment to the SRT is completely voluntary and officers wishing to be considered for the team must go through an application process.

All SRT members must satisfactorily complete a physical agility test and demonstrate a minimum 90% proficiency with their assigned weapons. Every tactical operator is put through a basic SWAT course prior to being activated as a member. This is usually a week long course and teaches the team member the basics of team movement, dynamic and stealth entry techniques and breaching techniques. Long rifle marksmen are put through a sniper course, which covers stalking techniques and hones shooting skills. Team leaders receive training in tactical operations planning and execution. Hostage negotiators attend a forty hour hostage negotiation school. The 3 TEMS members are paramedics from the Muscatine Fire Department who are also sworn law enforcement individuals. This allows for emergency medical care to be readily available to team members, crime scene victims and suspects.

The Muscatine SRT was officially organized and conducted its first operations in 2001. Since that time, it has been used for the execution of high risk search warrants, to contain and/or engage armed barricaded subjects who have demonstrated a propensity for violence and in a joint hostage rescue mission with the state tactical team. On several occasions it worked jointly with the US Secret Service to provide sight security for a visiting dignitary.

The SRT has continued in its effort to explore new tactics and stay current in the team's methods of operations. SRT members have built lasting liaisons with other region 5 tactical teams. This has helped the department to establish common ground in both tactics and operational standards with the other area teams and these contacts have given us valuable resources we can draw upon should the need ever arise.

Activities

SRT members participate in one training day per month. Members train at handling various scenarios which will cover everything from high risk search warrants, barricade/hostage situations to active shooter situations. The SRT also trains in a variety of environments and learns tactics associated with tubular assaults, vehicle assaults, and residential assaults as well as commercial and industrial assaults. This training will often involve the use of role players which helps make the training as realistic as possible. In the past, the SRT has conducted training for the entire patrol division on how to handle an active shooter situation. This department wide training also included training on the incident command system and the department's all hazards plan. The SRT has worked with several local companies and the Muscatine Community School District, GPC, Monsanto and HNI regarding preparedness for such events and trained in their facilities using their employees/students. This year the SRT has continued efforts to reach out to area businesses and schools conducting more of the same type of training.

Operationally, the SRT was called out on eight (8) occasions for high risk search warrant service resulting in the apprehension of violent felons and the seizure of illegally controlled substances, illegally possessed firearms and stolen firearms. The SRT conducted these warrants at the request of the Muscatine County Drug Task Force, the Drug Enforcement Administration, the Iowa Department of Public Safety and the cities own investigative division. On 2 operations the SRT was assisted by the Muscatine Sheriff's Office. There were 2 operations that involved a gas deployment. One of these incidents included a barricaded gunman who shot a person and wouldn't respond to negotiations.

On a few training days this year, SRT conducted scenario based training at different residences in the Muscatine area. The scenarios had different outcomes like Sniper initiated assaults, tactical entry assaults, hostage rescue, etc. The MRAP was used during some of the assaults. There were several hours spend on developing rescue task force training for patrol which was assisted by SRT.

This year the Commanders from both Muscatine County SRT and Muscatine City SRT have had several meetings to develop a multi-jurisdictional special response team. After several meetings and much discussion the decision was made to create a multi-jurisdictional special response team and be operational by January 1, 2018. Policy is currently being developed. Team structure is set and current along with four team elements. The structure will include Commander, Asst. Commander, Team Leader, 4 Element Leaders and 4 Asst. Element Leaders. The team will

answer to a board who will be made up of at least 3 which will include Police Chief, Sheriff, and County Attorney. The team will stay current with all monthly training. Entry will train to at least 120 hrs. to try and include a 40 hour week as well to maximize training to 160 hrs. Snipers and TEMS will train 8 hour days twelve times a year and negotiators will train quarterly 8 hrs. The team will consist of officers from Muscatine City, Sheriff, Durant, and West Liberty.

Goals

The SRT will continue to strive for improvement and is always looking for new ways in which the team can better serve the citizens of Muscatine and Muscatine County. The SRT will continue to seek out training opportunities which offer new tactics and equipment that will help improve our efficiency and expand on our ability to handle the situations the team is called upon for.

SRT has continued to outfit and upgrade members with new and improved equipment. Currently all SRT members are equipped with a level 3 load bearing vest and a ceramic plate to fit the front. The SRT is hoping to acquire new equipment that can improve our communications (radio equipment) and weapon silencers. The SRT would also like to add equipment that would allow us to perform explosive breaching.

We would like to see members of SRT continue to attend tactical schools and to continue training with the MCSO tactical team. Continued training with the MCSO tactical team would allow us to improve our ability to function as a team on call outs. SRT will be looking to send at least 6 operators to NTOA training this year which will be held in Wisconsin and operators will be able to drive to training with equipment and focus on specialized training such as breaching, entry and firearms training.

SRT will strive to use Sim Munitions to train Patrol on maneuvers developed at tactical schools. SRT will hope to provide realistic training with the Sim Munitions to give Patrol and SRT members the ability to perform under stress and make rational and accurate decisions based on each scenario. This upcoming year we are going to focus more of our training on executing simple search warrants.

Finally, SRT will come up with a new team name and conform to all new policy which will be put in place January 2018. All policy will be in accordance with accreditation standards and be signed off on by Chief and Sheriff. SRT will develop many training tasks that will go hand in hand with training and continue to

bring all operator up to the same speed on the team. The team will continue to serve search warrants, barricades and will train for hostage rescue. The SRT will strive to meet NTOA standards of 192 hrs. of training a year. SRT will be able to identify themselves as a Tier 2 team according to NTOA and will consist of a minimum of 19 total members from command down to entry and snipers.

National and Local Crime Statistics

National Statistics

Annually, the Federal Bureau of Investigations (FBI) releases its annual compilation of crimes reported to its Uniform Crime Reporting (UCR) Program by law enforcement agencies. *Crime in the United States, 2016* reported a 4.1% increase in violent crime compared to the previous year's 3.9 percent. These crimes are categorized by the FBI as "part 1" crimes and are made up of murder and non-negligent manslaughter, rape, robbery, and aggravated assault. FBI property crimes (part 2 crimes) that include burglary, larceny theft, motor vehicle theft and arson, reported to have declined in half (1.3) from the previous year's 2.6 percent.

According to the FBI, there were an estimated 1,248,185 violent crimes committed around the nation in 2016. This was an increase of 4.1 percent from the previous year (2015). This estimation equated a 386.3 violent crimes per 100,000 inhabitants.

Among some of the other statistics contained in *Crime in the United States, 2016*:

- The estimated number of murders in the nation was 17,250. An 8.6 percent increase from the previous year.
- During the year, there were an estimated 95,730 sexual assaults. This estimate was 4.9 percent higher than 2015.
- There were an estimated 332,198 robberies nationwide in 2016, which accounted for an estimated \$465 million in losses.
- Firearms were used in 59 percent of the nation's murders, 40.8 percent of robberies, and 24.2 percent of aggravated assaults.
- By property crime offense, in 2016 there were an estimated 7.9 million property crime offenses in the United States. This was a 1.3 percent decline from 2015.

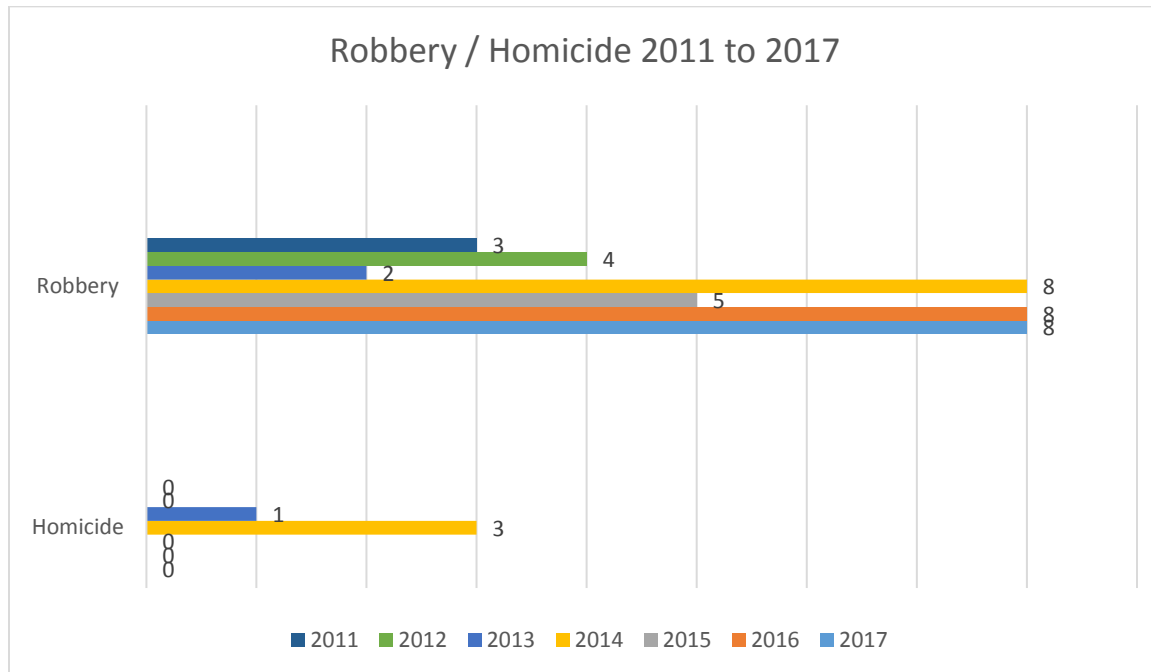
Local Statistics

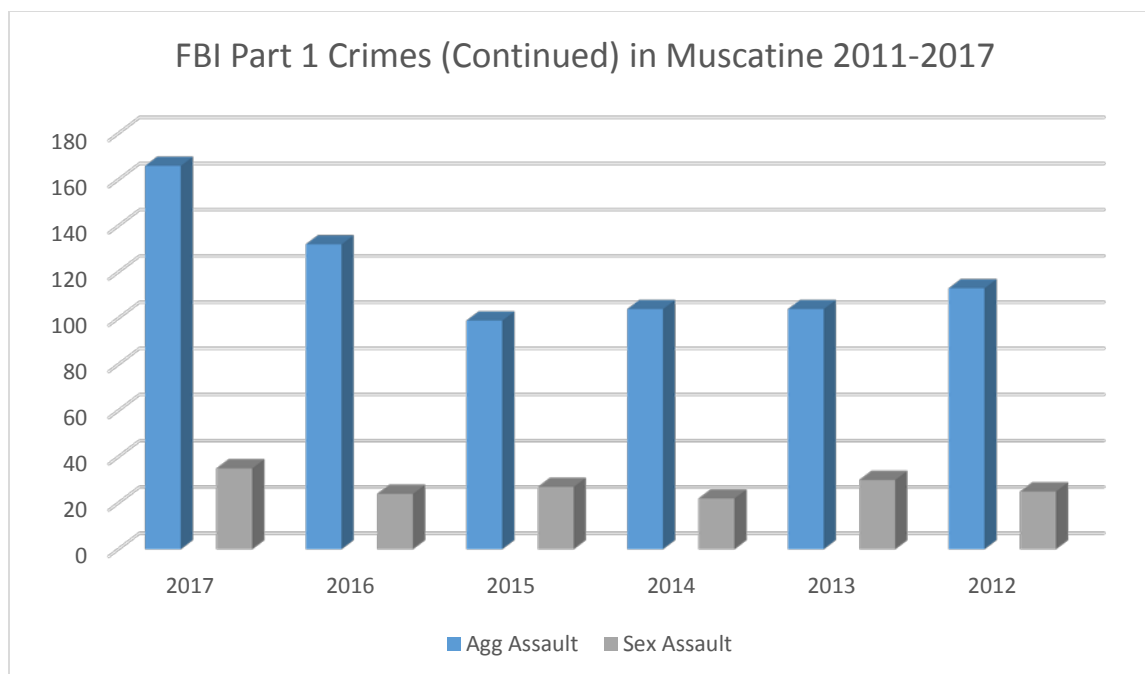
The City of Muscatine encompasses approximately 18.35 square miles and has a population of 23,914 people according to the United States Census Bureau. The Muscatine Police Department employs 41 sworn personnel and responded to 20,830 calls for service in 2017. Within this time period police responded to 35 sexual assaults, 8 Robberies and 160 aggravated assaults (FBI part 1 crimes). Comparatively speaking, during the previous year the MPD experienced 20 sexual assaults 7 robberies and 133 aggravated assaults. Muscatine has not had a reported homicide since 2015.

Juvenile arrests during 2017 were also recorded and made up approximately 6% (257) of the total arrest made (1451) by the Department. This was 127 more than the previous year.

In comparing major crimes for the previous six years, Muscatine totaled 13 robberies, 159 aggravated assaults and 62 sexual assaults since 2011. 2014 touted more robust numbers with 3 homicides, 8 robberies, 104 aggravated assaults and 22 sexual assaults. 2013 reported 1 homicide, 2 robberies, 104 aggravated assaults and 30 sexual assaults. Totals for 2012, Muscatine investigated 4 robberies, 113 aggravated assaults and 25 sexual assaults. Finally, 2011 3 robberies, 132 aggravated assaults and 22 sexual assaults were documented. The below graphs highlight the 2011-2017 results.

Hometown FBI (part 1) Crimes





On average, in 2017, MPD case assignments to the Department's Major Crimes Unit netted a clearance rate of FBI Part 1 crimes was 62%. At a national level, clearance rates of Part 1 crimes registered approximately 46%.

Considering juvenile arrest in 2017, Muscatine PD made 257 arrests compared to 241 from the previous year. This was an approximately 1% increase from 2016.

Making the Comparison

It appears, after comparing both national and local crime statistics, Muscatine Iowa incidents of crime have risen, much the same as national statistics. Likewise, with a small increase in the number of reported crimes, the number of criminals arrested has also increased.

In 2017, the Muscatine Police Department reported increase arrests for both juvenile and adult crimes. This increase is thought to partially be due to the effectiveness of increased targeted patrols, Problem Oriented Policing (POP) projects and the Department's Street Crimes Unit (SCU). As the Department reaches its full manpower potential, allocation of this manpower can be devoted toward combating existing problems (e.g. gangs, criminal mischief, illegal drugs) resulting in more arrests being made.

WHAT ELSE DO WE DO?

Extra duty assignments have become a necessity within the Muscatine Police Department. Many non-probationary and probationary officers alike within the department are involved in an extra duty expertise, with many officers being committed to more than one area. Their dedication to the City of Muscatine in their perspective areas forces them to work additional hours outside of the traditional forty-hour work week. Some of the assignments referred to here include:

- Field Training Officers
- Firearms Instructors
- Emergency Response Team
- Hostage Negotiators
- Crime Scene Technicians
- Defensive Tactics Instructors
- Defensive Driving Instructors
- Chemical Munitions Instructors
- CPR/AED/First Aide Instructors
- K-9 Handler
- School Resource Officers

These listed assignments are a vital part of the effectiveness of the Muscatine Police Department. We are fortunate to have police officers who are dedicated to these programs and realize the vital part they play in offering a professionally versatile and well-rounded law enforcement service to the citizens of Muscatine.

Along with these additional duties comes the requirement of additional training to maintain certifications, as well as continuing education requirements, as many of these areas are ever-changing. The officers involved in these assignments are required to keep themselves current in new techniques being developed in things such as Defensive Tactics, Crime Scene Technician, Firearms Instruction, etc... Officers also need to keep up with the new case law that is developed in their areas of expertise to help protect the City, the officers they train and themselves from unnecessary liability. The training involved in maintaining these Instructor Certifications make up much of the Departments training budget.

Officers in the aforementioned positions do so without receiving additional compensation from the City of Muscatine for maintaining their areas of expertise.

The officers are only compensated additionally when they are called upon to perform in their area(s) of expertise during their off-duty hours. As can be expected, some of these areas discussed are called upon more than others to perform their assignments. These officers maintain a level of readiness to perform these duties without additional compensation from the City of Muscatine which reflects greatly on their dedication to duty and the citizenry of Muscatine.

Some additional assignments are needed to keep pace with the growing demand from the public to deal effectively with identity thefts, exploitation of minors (preying on minors via the internet) and other cybercrimes such as these.

Conclusions

In 2017 the department hired two new officers. Both had prior experience working for the Muscatine County Jail. One officer is currently in his first step of a four-month Field Training Program and the other new officer is at the Iowa Law Enforcement Academy in Johnston Iowa. He will be graduating from the Academy in April of 2018.

There were two officers resigned from the Muscatine Police Department in 2017. One officer resigned to take another law enforcement job closer to where he was from. The other officer failed to make it through the field training program and subsequently resigned.

The Muscatine Police Department continues to maintain our accredited status. This is done through the Commission on Accreditation for Law Enforcement Agencies (CALEA), which does a yearly assessment of our department. We are currently working towards our 6th re-accreditation. Accreditation has helped our officers understand that they are held to higher standards than most departments and they should be proud of their accomplishments as a whole.

Five Year Goals for the Police Department

1. Maintain our accredited status through the Commission on Accreditation for Law Enforcement Agencies (CALEA).
2. Continue working towards a department demographics that closely mirrors the community.
3. A new building or improvements for the Police Department.
4. Adequately prepare employees for future promotions as many current administrative and supervisory personnel get closer to retirement within the next 2-4 years.
5. To continue to foster positive relationships within our community through community policing efforts.
6. Continue to investigate body worn camera technology. We anticipate a body worn camera program will be implemented sometime in the near future.

Funding is an obstacle as well as all the questions remaining about how the video data collected by these cameras will be stored. Data storage is the most expensive part of this project and will become a significant on-going expense once and if this program is implemented.

As 2017 came to a close, the Muscatine Police Department reflected on yet another great year in service to the community. This is an indication of the commitment to the community, excellence in organization, communication, leadership, and the loyalty of the men and women who are employed within department.

Muscatine Police Department

Chief Brett Talkington

FINANCIAL
(green)

ACTION NEEDED
(yellow)

INFORMATIONAL
(white)

MEETING ANNOUNCEMENT AND AGENDA BI-STATE REGIONAL COMMISSION

Wednesday, February 28, 2018, 3:30 p.m.
Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

- | | | | |
|---|---|---|--|
| | X | | 1. <u>Approval of the January 24, 2018 Minutes (See enclosed)</u> – Carol Earnhardt, Chair |
| X | X | | 2. <u>Treasurer's Report (See enclosed)</u> – Frank Klipsch, Treasurer |
| | | | 3. <u>Finance and Personnel Committee/Financial Matters</u> – Marty O'Boyle, Finance and Personnel Committee Chair |
| X | X | | a. <u>Bills</u> (See enclosed) |
| X | | X | b. <u>Report on Progress on Commission's FY 2018 Program Budget as of 1/31/2018</u>
(See enclosed) |
| X | X | | c. <u>Contracts/Grants for Consideration</u> |

I.	Far Reach, Inc.	Data Warehouse Enhancements	\$8,300	3/1/18-6/30/18
II.	The Roosevelt Group	Consultant services for the Rock Island Arsenal	\$240,000	2/1/18-1/31/19

III. Other Contracts/Grants

- | | | |
|---|---|---|
| | X | 4. <u>Commission Committee Assignments for 2018-2019</u> – Carol Earnhardt, Chair |
| X | | 5. <u>Brief Overview of CEDS Progress Report 2018</u> – Denise Bulat, Executive Director |
| X | | 6. <u>Regional Solid Waste Management Update</u> – Kathy Morris, Director, Waste Commission of Scott County; Brian Stineman, Director of Public Works, City of Muscatine; Sarah Gardner, RICWMA Staff Coordinator |
| | | 7. <u>Questions or Comments by Commissioners</u> |
| | | 8. <u>Other Business</u> |
| | | 9. <u>Adjournment</u> |

NEXT MEETING:

Wednesday, March 28, 2018 – 3:30 p.m.

Scott County Administrative Center
Sixth Floor Conference Room
600 West Fourth Street
Davenport, IA

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, January 24, 2018, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Maranda – Vice-Chair, Beck, Broderson, Carroll-Duda, Dawson, Freeman, Geenen, Gradert, Heninger, Kiser, Knobbe, Lawrence, Limberg, Mather, Mendenhall, O’Boyle, Rodriguez, Sauer, Schloemer, Stoermer, Tank, Terry, Tompkins

MEMBERS ABSENT: Brown, Callaway-Thompson, Earnhardt, Gallagher, Klipsch, Lack, Looney, Moore, Newton-Butt, Sherwin, Thoms, Waldron

OTHERS PRESENT: Amber Wood, Executive Director, American Red Cross of the Quad Cities and West Central Illinois

STAFF PRESENT: Bulat, Grabowski, Moritz

Vice-Chair Maranda called the meeting to order at 3:30 p.m. and asked for introductions of attendees.

1. Ratify Actions Taken and Approval of the December 20, 2017 Minutes. Mr. Gradert moved to ratify actions taken and approve the minutes of the December 20, 2017 meeting as presented. Mayor Dawson seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending December 31, 2017, noting an ending total bank and book balance of \$761,470.88. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Stoermer seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.

- a. Bills. Mayor O’Boyle presented the bills totaling \$43,260.62, as listed on the following bills listing:

Bills List

Opportunity Alliance LLC, consulting related to the enterprise zone application	\$ 6,667.00
(cost reimbursed by participating member governments)	
Thomas A. Skorepa, P.C., Administrator Hearing Officer December 2017 services	2,940.00
(cost reimbursed by MUNICES)	
The Roosevelt Group LLC, December 2017 Legislative Technical Services	20,000.00
(cost reimbursed by participating member governments)	

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending the Federal Highway Administration Peer Exchange (cost reimbursed by the Federal Highway Administration); Chief Elected and Chief Administrative Officials meeting (cost reimbursed by participants); Interview for Transportation Modeling candidate; 2 staff attending the Iowa Bicycle Summit; Managers & Administrators Committee meeting (cost reimbursed by participants); Intergovernmental and Finance Committee meetings; Iowa Association of Regional Councils meeting; office supplies	2,527.36
Ted J. Hamer, Administrative Hearing Officer January 2018 services (cost reimbursed by MUNICES)	3,185.00
RK Dixon, tech assessment rural communities Scott County and remote support	2,193.75
Rock Island County Treasurer	5,747.51
02/2018 Rent	\$4,832.58
02/2018 Internet Access	88.00
01/2018 Managed Print Services	323.72
12/2017 Postage	457.60
12/2017 Cell Phone	45.61

Mayor O'Boyle moved approval of the bills totaling \$43,260.62 as presented above. Mayor Broderson seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2017-18 Program Budget as of December 31, 2017. Mayor O'Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 50.0% through the fiscal year with 45.7% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following contracts/grants for consideration.
 - Amendment to the Municipal Code Enforcement System agreement. The agreement was updated to add the Village of Carbon Cliff to the program, and is effective February 1, 2018.
 - Grant from the Federal Highway Administration for the Extreme Weather Vulnerability Assessment Pilot Project. The grant is for \$37,500 with \$37,500 match and is effective two years from award.

Ms. Mendenhall moved approval of the contract and grant as presented above. Mr. Knobbe seconded the motion, and it passed unanimously.

4. Executive Committee.

- a. Election of Officers. Vice-Chair Maranda reported the Executive Committee, serving as the Nominating Committee, met January 24, 2018 to recommend a slate of officers for consideration to the full Commission. The By-Laws provide that officers shall serve a term of one year (with eligibility for re-election to a second term) and must be elected officials with no more than one officer from each jurisdiction and no more than two officers from the same state. The office begins March 1, 2018. The slate nominated is:

Chair – Carol Earnhardt, Chair, Scott County Board of Supervisors

Vice Chair – Ken “Moose” Maranda, Chair, Rock Island County Board

Secretary – Kathy Carroll-Duda, Mayor, City of Geneseo

Treasurer – Bob Gallagher, Mayor, City of Bettendorf

Vice-Chair Maranda called for nominations from the floor, and none were received. Mayor O'Boyle motioned to approve the slate of officers as presented, and Mr. Stoermer seconded. The motion passed unanimously.

5. Planning for Resilience. Ms. Bulat provided the Commission with an overview of how the Bi-State work connects with planning for resilience. The definition of resiliency planning is “the ability to prepare for and adapt to changing conditions and withstand and recover rapidly from disruptions.” It also includes “the ability to withstand and recover from deliberate attacks, accidents, or naturally occurring threats or incidents.” Ms. Bulat noted from prior planning efforts, it is very similar to sustainability planning and requirements. It incorporates transportation planning, hazard mitigation and floodplain management, comprehensive planning, environmental planning, and economic development planning.

Economic development planning resiliency recognizes dependence on a single or few industries, indicates activities for attracting or developing new industries, considers the natural hazard vulnerabilities of commercial development sites, demonstrates the ability to understand trends, and promotes the development of enterprises and technologies that support disaster preparedness and recovery.

Transportation planning resiliency is a new planning factor for states and Metropolitan Planning Organizations (MPOs). It is recommended for MPOs to consult with agencies responsible for natural disaster risk reduction and that metropolitan transportation plans assess capital investment/other strategies to reduce the vulnerability. Ms. Bulat reported that to assist in this effort, Bi-State is applying for a 50/50 grant for a total project cost of \$75,000 to identify key weather variables and vulnerable assets with a focus on extreme weather hazards planning. That grant is from the Federal Highway Administration and entitled the Extreme Weather Vulnerability Assessment Pilot Project. If funded, the project will determine strategies to mitigate near-term and long-term effects of extreme weather events and results will be incorporated in the *2050 Quad Cities Long Range Transportation Plan*.

6. Update on American Red Cross Disaster Response and Sound the Alarm Event. Ms. Wood reported that every 8 minutes in the United States, someone is affected by disaster, usually a home fire. Home fires kill more people than all natural disasters combined. In fact, 7 people die in home fires every day, mostly in homes that do not have working fire alarms. A person only has 2 minutes to exit a burning home, so it is vital to have working smoke detectors on each floor of the home. Working smoke alarms double the chances of surviving a home fire, and an escape plan for the whole family further increases the survival odds.

Sound the Alarm is a national event aiming to install 100,000 smoke alarms in at-risk neighborhoods. These detectors are free and have 10-year lithium batteries. In addition, bedside alarms will be available for hard-of-hearing and/or deaf residents in need. Once the initial home visit is made to install traditional smoke alarms, and the need for a bedside alarm is documented, volunteers will go back to install bedside alarms at a later date.

Since the Home Fire Campaign launched in 2014, volunteers and partners have installed nearly 9,000 smoke alarms and created nearly 3,000 home fire escape plans. In the Quad Cities and West Central Illinois, 12 lives have been saved through this initiative.

Ms. Wood said the Red Cross of the Quad Cities and West Central Illinois is asking everyone to spread the word about this life-saving program and is seeking volunteers to help install the alarms in Scott and Muscatine Counties, Iowa and Henry, Mercer, and Rock Island Counties,

Illinois. The Red Cross is looking to recruit 450 volunteers, donors, and partners to help with the event. There will be volunteer station sites in Kewanee, Moline, and Muscatine. The Sound the Alarm event is scheduled for Saturday, April 28, 2018, and WQAD will host a telethon to get out the word and schedule 350 appointments.

Ms. Wood also spoke about the Hearts Open, Sleeves Up, All In initiative to encourage people to donate blood and get organizations to sponsor drives. Every two seconds in the United States, someone needs blood. Therefore, the Red Cross must collect 14,000 blood donations every day. The Red Cross provides blood donations to the national inventory, Lurie's Children's Hospital, Blue Tie Tag drives, and is a secondary provider to the military.

The Blue Tie Tag program serves Sickle Cell patients where blood transfusions are the most common form of treatment. One in 500 newborn babies have Sickle Cell disease, and one in 12 African Americans have the disease. Those of African American ancestry are the best blood match for Sickle Cell patients.

Red Cross of the Quad Cities and West Central Illinois will hold its second annual Board Sponsored Blood Drive on Wednesday, June 6, 2018. There are also regular blood drives in February and April at the Moline Red Cross office. To find local drives and schedule appointments, visit www.redcrossblood.org.

7. Questions or Comments by Commissioners. There were no further questions or comments by Commissioners.
8. Other Business. Vice-Chair Maranda presented certificates to Mr. Sorensen and Mr. Howard for their service to the Commission.
9. Adjournment. The meeting adjourned at 4:10 p.m.

Respectfully submitted,



Kathy Carroll-Duda
Secretary

**BI-STATE REGIONAL COMMISSION
TREASURER'S REPORT
FOR THE MONTH ENDING JANUARY 31, 2018**

	<u>Balance January 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance January 31</u>
GENERAL SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – January 1, 2018	\$ 604,584.69			
Add Deposits		\$ 264,435.06		
Less Transfers			\$ 229,734.47	
Balance – January 31, 2018				\$ 639,285.28
RLF SAVINGS ACCOUNT BANK & BOOK BALANCE:				
Balance – January 1, 2018	\$ 1,177.14			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – January 31, 2018				\$ 1,177.29
CHECKING ACCOUNT BANK AND BOOK BALANCE:				
Balance – January 1, 2018	\$ 51,719.83			
Add Deposits		\$ 134,237.61		
Less Checks Written			\$ 134,633.93	
Balance – January 31, 2018				\$ 51,323.51
PAYROLL ACCOUNT BANK & BOOK BALANCE:				
Balance – January 1, 2018	\$ 3,989.22			
Add Deposits		\$ 95,433.36		
Less Checks Written			\$ 95,531.13	
Balance – January 31, 2018				\$ 3,891.45
INVESTMENT ACCOUNTS BANK & BOOK BALANCE:				
Balance – January 1, 2018	<u>\$ 100,000.00</u>			
State Bank of Orion 12/25/17 – 6/25/18 (.35%)		\$ 0.00		
Add Investments Made			\$ 0.00	
Less Investments Matured				
Balance – January 31, 2018				<u>\$ 100,000.00</u>
TOTAL BANK & BOOK BALANCE:				
Balance – January 1, 2018	<u>\$ 761,470.88</u>			
Deposits in January		<u>\$ 494,106.18</u>		
Withdrawals in January			<u>\$ 459,899.53</u>	
Balance – January 31, 2018				<u>\$ 795,677.53</u>
<u>PASS THROUGH FUNDS</u>				
BI-STATE RLF ACCOUNT:				
Balance – January 1, 2018	<u>\$ 951,621.60</u>			
Add Deposits		<u>\$ 15,154.52</u>		
Less Withdrawals			<u>\$ 95.00</u>	
Balance – January 31, 2018				<u>\$ 966,681.12</u>
MERCER-MUSCATINE RLF ACCOUNTS:				
Balance – January 1, 2018	<u>\$ 276,150.44</u>			
Add Deposits		<u>\$ 3,771.80</u>		
Less Withdrawals			<u>\$ 25.00</u>	
Balance – January 31, 2018				<u>\$ 279,897.24</u>

**BILLS TO BE CONSIDERED FOR APPROVAL
AT THE FEBRUARY 28, 2018
BI-STATE REGIONAL COMMISSION MEETING**

City of East Moline, Municipal Code Enforcement System proceeds	\$ 6,308.70
City of Moline, Municipal Code Enforcement System proceeds	2,434.26
Opportunity Alliance LLC, consulting related to the enterprise zone application (cost reimbursed by participating member governments)	6,667.00
City of Rock Island, Municipal Code Enforcement System proceeds	<u>24,945.91</u>
TOTAL	<u>\$40,355.87</u>

Additional bills for which invoices have not yet been received and will be listed on an addendum to be distributed separately.

BI-STATE REGIONAL COMMISSION
FY 2017-18 Program Budget Status Report
Through Month of January – 58.3% of Year

ADOPTED BUDGET:	\$1,951,144.00	EXPLANATION:
EXPENDED THROUGH JANUARY:	\$1,015,703.66 (52.1%)	
STAFF LEVEL BUDGETED:	23.00 F.T.E.	
STAFF LEVEL MAINTAINED:	19.5 F.T.E.	

MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING JANUARY:

ALEDO – MMRLF Coord.; Transit Mobility/HSTP Planning.
ALPHA – HCEDP Participation; Transit Mobility/HSTP Planning.
ANDALUSIA – RICVMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update; Mapping Asst.
ANDOVER – HCEDP Participation; Transit Mobility/HSTP Planning; Website Development; Zoning Map Development.
ANNAWAN – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails Planning/Trails Grant Assistance; Census BAS.
ATKINSON – HCEDP Participation; Transit Mobility/HSTP Planning; Trails Planning; USDA inquiry; ILEPA Loan Application; Website Support; Joint Purchasing Council Info; Zoning Map Inquiry; Census BAS.
BETTENDORF – Air Quality Asst.; Drug & Alcohol Consort.; I-74 Bridge Coord.; FTA 5339 Grant Admin.; Transit Planning; Joint Purchasing; QCICNet; Haz. Mit. Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; REAP Plan Update; MPO Trans. Coord.; IDPH Complete Streets; RISE Application; City/DOT Quarterly Mtg.
BLUE GRASS – Reg. 9 Transp. Coord.; Solid Waste Coord.; Hazard Mitigation Plan; Firefighter Grant Inquiry; Website Support; Mapping Inquiry; Census BAS.
BUFFALO – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan; Liaison; IDPH Complete Streets and Nutrition Grants.
CAMBRIDGE – HCEDP Participation; Transit Mobility/HSTP Planning.
CARBON CLIFF – Joint Purchasing; RICVMA Staffing; MPO Trans. Coord.; Trail Planning, GIT Coord.
COAL VALLEY – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICVMA Staffing; Floodplain; Census BAS.
COLONA – Joint Purchasing & Inquiry; Floodplain; GIT and Hennepin Parkway Coord.; MPO Coord.
CORDOVA – RICVMA Staffing; Riverfront Council; Transit Mobility/HSTP Planning.
DAVENPORT – Air Quality Asst.; Transit Planning; FTA 5339 Grant Admin.; Joint Purchasing; QCICNet; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Haz. Mit. Plan; Trails Planning; MPO Trans. Coord.; RISE Letter of Concurrence; School Distr. Safe Routes to School inquiry; IDPH Complete Streets; City/DOT Quarterly Mtg.
EAST MOLINE – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICVMA Staffing; Riverfront Council; RLF Admin.; RMS Coord.; Interop. Proj.; MPO Trans. Coord.; Trail Planning & GIT Coord.
ELDRIDGE – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Haz. Mit. Plan; Trails Planning; IDPH Complete Streets/Sidewalk Assessment and Policy, MPO Trans. Coord.
FRUITLAND – Reg. 9 Transp. Coord.; Solid Waste Coord.; IDPH Complete Streets; Municipal Code Update.
GALVA – HCEDP Participation; Transit Mobility/HSTP Planning.
GENESEO – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.; Zoning Map Update; Voting Wards Mapping; Census BAS.
HAMPTON – MUNICES Coord.; RICVMA Staffing; MPO Trans. Coord.; Riverfront Council.
HENRY COUNTY – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan/Hennepin Parkway Coord./Map; MPO Trans. Coord.; Enterprise Zone App.; Census BAS.
HILLSDALE – Transit Mobility/HSTP Planning.
KEWANEE – Transit Mobility/HSTP Planning.
LECLAIRE – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning; Zoning/ Ordinance; IDPH Complete Streets/Sidewalk Assessment and Policy; Hazard Mitigation Plan.
LONG GROVE – Reg. 9 Trans. Coord.; IDPH Complete Streets; Solid Waste Coord.; Website Support; Code and Comp Plan Proposals; Hazard Mitigation Plan.
MCCAUSLAND – Reg. 9 Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Hazard Mitigation Plan.
MILAN – E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; MUNICES Coord.; QCICNet; RICVMA Staffing; MPO Trans. Coord.; RLF Admin.; RMS Coord.; Interoperability Project; Cons. Dispatch Study Asst.; Comp Plan Update.
MOLINE – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; IL QC Intergov. Comm.; MUNICES Coord.; QCICNet; RICVMA Staffing; Riverfront Cncl; RLF Adm.; RMS Coord.; Trails Coord.; Loan Traffic Counters; MPO Trans. Coord.; Interop. Proj.
MUSCATINE CITY – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; IDPH Complete Streets; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord. & signage; Trails Use Count Collection.
MUSCATINE COUNTY – Air Quality Asst.; Joint Purch.; Reg. 9 Coord. & Port Coord. Mtg.; Trails Plan/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Planning.
NEW BOSTON – Transit Mobility Coord./HSTP Planning; ITEP Grant Inquiry; Grant Administration.
NICHOLS – Services Presentation; IDPH Complete Streets.
OAK GROVE – E9-1-1 Coord.; MPO Trans. Coord.; Census BAS.
ORION – HCEDP Participation; Website Support; Transit Mobility/HSTP Planning; Brochure Development.
PORT BYRON – RICVMA Staffing; MPO Trans. Coord.; Riverfront Council.
PRINCETON – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; IDPH Complete Streets; Trail Planning; Hazard Mitigation Plan.
RAPIDS CITY – RICVMA Staffing; Riverfront Council; MPO Trans. Coord.
RIVERDALE – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Trails Coord; Website Support; Hazard Mitigation Plan.
ROCK ISLAND CITY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purch.; MUNICES Coord.; QCICNet; Riverfront Cncl.; RICVMA Stfg.; RLF Loan Admin.; RMS Coord.; Interop. Proj.; Trails Coordination; MPO Trans. Coord.
ROCK ISLAND COUNTY – Air Quality Asst.; E9-1-1 Coord.; IL QC Intergov. Comm.; Joint Purchasing; LEPC Committee; MUNICES Coord.; QCICNet; RICVMA Stfg. & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; QC Health Initiative; MPO Trans. Coord.; Enterprise Zone App.; Forest Preserve Plan Update/Complete Streets; Census BAS.
SCOTT COUNTY – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet; Reg. 9 Transportation Coord. & MPO Trans. Coord.; RLF Admin.; IDPH Complete Streets Planning; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning + IA/QC Rideshare; Interop. Project; QC Health Initiative; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC & Co EPC Meetings; QC Earth Coalition; Census BAS.
SHERRARD – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support; IL EPA Loan Application.
SILVIS – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; QCICNet; RICVMA Stfg.; RMS Coord.; MPO Trans. Coord.; Trails Planning & GIT Coord.; Crosswalk Pads Research; RLF Loan Admin.; CDBG Inquiry; Census BAS
VIOLA – Transit Mobility/HSTP Planning.
WALCOTT – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; IDPH Complete Streets; Comp Plan Update; Trail Coord.; Hazard Mitigation Plan.
WEST LIBERTY – Air Qual. Coord.; Reg. 9 Transportation Coord.; IDPH Complete Streets; Trails Plan/ADT Coord. Solid Waste Coord.; MMRLF; Housing Assessment Mtg.
WILTON – Air Qual. Coord.; Reg. 9 Transp. Coord.; IDPH Complete Streets; Solid Waste Coord.; MMRLF.
WINDSOR – Transit Mobility/HSTP Planning; CDBG Grant Admin.
WOODHULL – HCEDP Participation; Transit Mobility/HSTP Planning; Census BAS.

Bi-State Report – January

COMMUNITY/ECONOMIC DEVELOPMENT: Provided information to Henry County Economic Development Partnership (HCEDP) board. Attended IA RELAT meetings. Attended Iowa Regional Council of Governments meeting. Assisted members with legislative priorities. Communicated with Mercer and Muscatine Counties' economic development officials to discuss development efforts and strategies. Participated in EDA quarterly telemeeting. Continued CEDS update and projects list. Data warehouse www.greaterqcregiondata.org website refinements.

DATA/GRAPHICS/MAPPING/ON-LINE SERVICES

Data Center: Staff responded to 10 data and map requests including 7 from non-profits, 2 from local governments, and 1 from a private citizen. The data section of the Bi-State website had 24 page views. The data portal (www.greaterqcregiondata.org) had 194 sessions and 413 page views. Staff activities included: collecting data for a Rock Island County Forest Preserve Plan Update and a Walcott Comprehensive Plan Update; and helping governments prepare for the 2020 Census - Local Update of Census Addresses (LUCA) and Boundary Annexation Survey (BAS) Programs.

Graphics/GIS/Mapping: Coverage Area Map for WQPT; QC Street Map (Folded & Wall Versions) Distribution; QC Trails.org Website; Region-wide Aerial Photo Update Coordination; Transit Development Plan Mapping; Update/Maintain GIS Data for Street Centerlines, Traffic Counts, MPA Boundary, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, and other layers.

www.bistateonline.org: Total pages viewed for January 2018 was 2,850 and top pages viewed included: Home Page (1,123); Joint Purchasing Council/Bid Notices & Tabulations (335); Documents (119); Our Staff (108); Search (90); Careers (54); Contact Us (53); and I-74 Bridge Construction Update (49).

ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES: Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Preparing Rock Island County Forest Preserve Plan, Henry County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Served Rock Island County Waste Management Agency (RICWMA) with oversight, and management of waste disposal and recycling programs, drop-off recycling program, reporting, and overall agency administration. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Established RICWMA Facebook page. Inquired about Extreme Cleanup Program. Provided input on IADNR SWAP grant Form E for solid waste coordination. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Planning for alternative fuels/vehicles workshop April 3. Continued multi-jurisdictional hazard mitigation planning. Attended River Action meetings. Organized and held bi-monthly meeting of Quad City Riverfront Council.

INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES: Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: sign materials, turf seed, can liners, food service supplies, janitorial supplies, and copier paper. Staffed Quad Cities Area intergovernmental forums and meetings of managers, administrators, and chief elected officials. Continued coordination and planning for the awarded Department of Justice interoperability grant. Assisted with Rock Island Arsenal issues. Participated in QC Emergency Planning Committee meeting.

REVOLVING LOAN FUND (RLF): Administered Bi-State RLF Program: Prepared meeting cancellation and financial summary report. Provided information to potential applicants. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. Worked with Aledo, Muscatine City and County, West Liberty, and Wilton to identify potential projects for gap financing.

TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT: Attended related meetings, presented information, and continued staff coordination of river crossing issues. Served transportation inquiries on projects, funding, and rail crossings. Held interdisciplinary traffic safety meeting. Monitoring bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Prepared extreme weather durability and resiliency assessment funding request. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings (IL Greenways/Trails Council), as well as other trails planning and grant assistance. Facilitated QC Trails.org site maintenance. Conducted trails counter analysis. Facilitated issues related to Bi-State Regional Trails Committee. Facilitated IDPH Complete Streets grant for sidewalk policies development. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program. Continued Transit Development Plan update. Developed outreach strategy for QC Rideshare dashboard. Posted three-system transit map to websites. Monitored MPO and Iowa Region 9 FY18 Transportation Planning Work Programs. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2018-21 Transportation Improvement Programs (TIP), including facilitating TIP revisions, monitoring Iowa federal aid swap policy, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Supported states' traffic safety performance measures targets. Administered Illinois Region 2 transit HSTP coordinator position and attended RIM meeting. Attended air service meeting. Administered Federal Transit Administration (FTA) 5339 grants. Monitored status of implementation of passenger rail service to Chicago. Attended IL MPO Advisory County quarterly and FHWA freight assessment tele-meetings. Participated in national peer exchange on traffic safety performance measures. Participated in webinars, workshops, and conferences on various transportation topics related to Iowa Bicycle Summit, extreme weather adaptation for transportation; freight, walking, and bicycles.

Muscatine Power and Water



we promise



Ashley Shiwarski

724-749-1097

ashiwarski@utilitysp.net



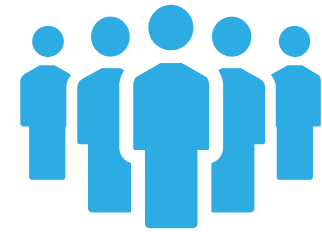
WHY CHOOSE UTILITY SERVICE PARTNERS?



EXPERIENCE



REPUTATION



PARTNERSHIP



**BBB Torch Award for
Marketplace Ethics**

Trust • Performance • Integrity

2013 Winner
Western Pennsylvania Better Business Bureau®



This award underscores one of the primary reasons the National League of Cities selected USP as a partner and extended our agreement for another five years. The organization's exemplary record of customer service and transparency is what has driven the success of this partnership over the years.

— Clarence Anthony, Executive Director
National League of Cities

PROGRAM BENEFITS

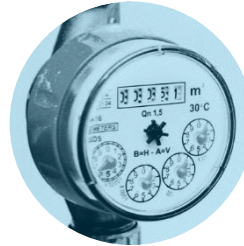
- Only Service Line Program Endorsed by the National League of Cities and the Iowa League of Cities
- Helps address the public policy issue of aging infrastructure
- No cost for the Utility to participate
- Ongoing Revenue Stream for the Utility
- Educates homeowners about their lateral line responsibilities
- Free Public Awareness Campaign
- Peace of Mind - with one toll-free call a reputable plumber is dispatched
- All repairs performed to code by local licensed contractors
- Contractors undergo rigorous vetting process to ensure quality service



OUR SERVICE AND WHAT IT COVERS



SEWER/SEPTIC LATERAL
COVERAGE



WATER LINE
COVERAGE

Homeowner repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home exterior

Coverage includes:

- Educating homeowners about their service line responsibilities
- Up to \$8,500 coverage per repair incident
- Includes coverage for thawing of frozen external water lines
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

OUR SERVICE AND WHAT IT COVERS



INTERIOR PLUMBING AND DRAINAGE

Homeowner repair protection for in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry

Coverage includes:

- Up to \$3,000 coverage per repair incident.
- Repair of clogged toilets
- Includes coverage for broken or leaking water, sewer, or drain lines under the slab or basement floor
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods



MARKETING APPROACH

- No Public Funds are used in marketing, distribution, or administration of the program.
 - Only market by direct mail, no telemarketing
 - Would never mail without your review and approval of marketing material before each and every campaign
 - Limited mailing campaigns per year
 - Consumer friendly marketing
 - Always voluntary for the homeowner
- 
- Consumers can enroll one of three ways:
 - Calling into our toll free number that is provided on the mailing;
 - Returning the bottom of the letter to us in the self addressed stamped envelope provided
 - Visiting our consumer website www.slwofa.com at any time



OVER 450 MUNICIPAL PARTNERS IN 38 STATES

...INCLUDING 47 IN THE STATE OF IOWA

Alabama
Arkansas
Arizona
California
Colorado
Connecticut
Florida
Georgia
Iowa
Illinois
Indiana
Kansas
Kentucky



Louisiana
Maryland
Maine
Michigan
Minnesota
Missouri
North Carolina
Nebraska
New Jersey
New Mexico
New York
Nevada
Ohio

Oklahoma
Oregon
Pennsylvania
South Carolina
South Dakota
Texas
Utah
Virginia
Washington
West Virginia
Wisconsin
Wyoming

CURRENT IOWA PARTNERS

City of Carlisle
City of Fairfield
City of Atlantic City
City of Mason City
City of Lake Park
City of Independence
City of Cherokee
City of State Center
City of Griswold
City of Bettendorf
City of Decorah
City of Marshalltown
City of Rolfe
City of Sheffield
City of Wayland
City of Waukon

City of Ely
City of Lovilia
City of Melbourne
City of Rhodes
City of Belmond
City of Cresco
City of DeWitt
City of Creston
City of Manly
City of Hampton
City of Rock Valley
City of Exira
City of West Liberty
City of Jesup
City of Van Meter
City of Estherville

City of West Branch
City of Corydon
City of Eldridge
City of Grand Mound
City of Swaledale
City of Eldora
City of Emmetsburg
City of Missouri Valley
City of Maquoketa
City of Iowa Falls
City of Panora
City of Manning
City of Thornton
City of Shellsburg
City of Spencer

Q & A



NLC Service Line Warranty Program Highlights

- The only utility line warranty program endorsed by the National League of Cities (NLC)
- Endorsed by multiple state leagues
- Over 400 municipalities participating nationwide
- No cost to or liability for the city to participate
- Ongoing revenue stream for city
- Educates homeowners about their lateral line responsibilities
- Utility Service Partners (USP) handles all marketing and management of the program
- 24/7/365 bilingual customer service
- All repairs performed to city code by local, licensed contractors
- Reduces calls from residents to City Hall for lateral water and sewer line issues
- Homeowner billed by NLC Service Line Warranty Program
- Provides residents an affordable solution that covers cost of repairs to water and sewer lines for which the homeowner is responsible
- Saved more than 140,000 homeowners across the country over \$90 million in water and sewer service line repair costs
- No public funds are used in the marketing, distribution or administration of the NLC Service Line Warranty Program
- The NLC Service Line Warranty Program must be supported by the city into which it is being introduced before any warranty offer letters are mailed to homeowners in the community

PARTICIPATING CITIES (SAMPLE OF OVER 400)

Phoenix, AZ	East Point, GA	Edgewood, KY	Fairfield, OH
Tucson, AZ	Franklin Park, IL	District Heights, MD	Tulsa, OK
San Diego, CA	El Dorado, KS	Clawson, MI	Scranton, PA
Ft. Lauderdale, FL	Hillsboro, KS	Dayton, OH	Madison, WI

NLC SERVICE LINE WARRANTY PROGRAM BENEFITS

CITY

- Provides non-tax revenue stream without any investment
- Reduces calls to City/Public Works when a homeowner's line fails
- Contractors undergo rigorous vetting process to ensure quality service
- Reduces costs associated with sending Public Works to residents' homes to assess lateral line issues
- Keeps money in the local economy by using contractors in the metro area
- Contractors must be current with insurance and required licenses

RESIDENTS


- Affordable utility line repair solution for families on a budget
- Educates homeowners about their service line responsibilities
- Prevents aggravation of having to find a reliable, reputable plumber
- Peace of mind - with one toll-free call a reputable plumber is dispatched
- Keeps money in the homeowner's pocket; without warranty, repairs cost from hundreds to thousands of dollars
- No service fees or deductibles and no paperwork or forms to complete

ACCOLADES & ACCOMPLISHMENTS



- **Accredited Better Business Bureau member with A+ rating for nearly a decade**
- **2013 Western Pennsylvania Better Business Bureau Torch Award winner for Marketplace Ethics**

- The **only** utility line warranty program endorsed by the National League of Cities
- **More than 97%** of all submitted claims are approved
- **A customer satisfaction rating of 98%**
- **9 of 10 customers surveyed** have recommended the program to friends, family and neighbors



NLC Service Line Warranty Program Overview

What We Do

The NLC Service Line Warranty Program offers affordably priced emergency repair/replacement plans to address aging private sewer and water infrastructure. Customers call to receive prompt emergency repairs provided by local, licensed and insured contractors.



Water Line



Sewer Line



Interior Plumbing

Benefits to Homeowners

Many homeowners are not aware of their responsibility for their service lines until they have a repair emergency. When they call the city, they often find that they are faced with a costly repair and that the city can't help them. Over the past three years, we have performed over 1.1 million repairs, saving our customers over \$341 million!



Convenience

- 24/7/365 claims hotline, including holidays
- No need to search for a qualified contractor in an emergency



Peace of Mind/Trust

- Fully vetted, licensed and insured local contractors
- Covered repairs guaranteed for one year



Financial Protection

- No deductibles or trip fees
- Affordably priced coverage
- 30-day money-back guarantee with ability to cancel at any time

Experience in Iowa

- 43 partners
- Over 8,000 customers
- \$900,000 in repairs in the last three years
- Endorsed by Iowa League of Cities



For more information contact:
1-866-974-4801 or
partnerships@utilitysp.net



Administered by
Utility Service
Partners, Inc.
a HomeServe Company

Benefits to the City

The NLC Service Line Warranty Program offers comprehensive programs that provide these important benefits:



Customer Education

- Increasing homeowner awareness of their responsibility reduces calls to the city/utility and customer dissatisfaction with the city for not offering a solution
- The program is offered at no cost to the city
- Use of City logo promotes trust



Customer Satisfaction

- 98% customer satisfaction rating
- 9 out of 10 customers surveyed would recommend the program to friends, family and neighbors
- More than 90% of customers trust the program because of the partnership with the city



Funding for Key Initiatives

Many partners participate in a share of the revenue often utilized for:

- Low-income assistance and affordability programs
- Conservation initiatives
- Offsetting rate increases
- Infrastructure improvement projects

I don't know why every city in the U.S. wouldn't offer this protection to its citizens.

Vicky S.
Marshalltown, IA

They were here right away and got the job done immediately. I was very happy. They knew what to do when they got here. I was very satisfied with everything.

Glenn M.
Rolfe, IA

For more information contact:
1-866-974-4801 or
partnerships@utilitysp.net



MARKETING AGREEMENT

This MARKETING AGREEMENT ("Agreement") is entered into as of [_____, 20__] ("**Effective Date**"), by and between the Muscatine Power & Water ("**Utility**"), and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America ("**Company**"), herein collectively referred to singularly as "Party" and collectively as the "Parties".

RECITALS:

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the Utility ("**Residential Property Owner**"); and

WHEREAS, Utility desires to offer Residential Property Owners the opportunity, but not the obligation, to purchase a service line warranty and other similar products set forth in Exhibit A or as otherwise agreed in writing from time-to-time by the Parties (each, a "**Product**" and collectively, the "**Products**"); and

WHEREAS, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Residential Property Owners subject to the terms and conditions contained herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** Utility hereby grants to Company the right to offer and market the Products to Residential Property Owners subject to the terms and conditions herein.
2. **Grant of License.** Utility hereby grants to Company a non-exclusive license ("**License**") to use Utility's name and logo on letterhead, bills and marketing materials to be sent to Residential Property Owners from time to time, and to be used in advertising (including on the Company's website), all at Company's sole cost and expense and subject to Utility's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. Utility agrees that it will not extend a similar license to any competitor of Company during the Term and any Renewal Term of this Agreement.
3. **Term.** The term of this Agreement ("**Term**") shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms ("**Renewal Term**") unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that Company is in material breach of this Agreement, the Utility may terminate this

Agreement thirty (30) days after giving written notice to Company of such breach, if said breach is not cured during said thirty (30) day period. Company will be permitted to complete any marketing initiative initiated or planned prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Consideration.**

A. As consideration for such license, Company will pay to Utility a License Fee as set forth in Exhibit A ("**License Fee**") during the term of this Agreement. The first payment shall be due by January 30th of the year following the conclusion of first year of the Term. Succeeding License Fee payments shall be made on an annual basis throughout the Term and any Renewal Term, due and payable on January 30th of the succeeding year. Utility will have the right, at its sole expense, to conduct an audit, upon reasonable notice and during normal business hours, of Company's books and records pertaining to any fees due under this Agreement while this Agreement is in effect and for one (1) year after any termination of this Agreement.

5. **Indemnification.** Company hereby agrees to protect, indemnify, and hold the Utility, its elected officials, officers, employees and agents (collectively or individually, "**Indemnitee**") harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, "**Claim**"), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of or arising out of any breach of this Agreement by the Company, or any negligent or fraudulent act or omission of the Company or its officers, employees, contractors, subcontractors, or agents in the performance of services under the Products; provided that the applicable Indemnitee notifies Company of any such Claim within a time that does not prejudice the ability of Company to defend against such Claim. Any Indemnitee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

6. **Notice.** Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) sent by electronic mail (provided confirmation of receipt is provided by the receiving Party), or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

To: Utility:
ATTN: Bryan Butler
Muscatine Power & Water
3205 Cedar St
Muscatine, IA 52761
Phone: (563) 263-2631

To: Company:
ATTN: Chief Sales Officer
Utility Service Partners Private Label, Inc.
11 Grandview Circle, Suite 100
Canonsburg, PA 15317
Phone: (866) 974-4801

7. **Modifications or Amendments/Entire Agreement.** Any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that Party.

8. **Assignment.** This Agreement and the License granted herein may not be assigned by Company other than to an affiliate or an acquirer of all or substantially all of its assets, without the prior written consent of the Utility, such consent not to be unreasonably withheld.

9. **Counterparts/Electronic Delivery; No Third Party Beneficiary.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by facsimile or e-mail and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this agreement any third- party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

10. **Choice of Law/Attorney Fees.** The governing law shall be the laws of the State of Iowa. In the event that at any time during the Term or any Renewal Term either Party institutes any action or proceeding against the other relating to the provisions of this Agreement or any default hereunder, then the unsuccessful Party shall be responsible for the reasonable expenses of such action including reasonable attorney's fees, incurred therein by the successful Party.

11. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

MUSCATINE POWER & WATER

Name:

Title:

UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.

Name: Tom Rusin

Title: Chief Executive Officer

Exhibit A
NLC Service Line Warranty Program
Muscatine Power & Water
Term Sheet
November 13, 2017

I. Initial Term. Three years

II. License Fee. \$0.50 per Product for each month that a Product is in force for a Residential Property Owner (and for which payment is received by Company), aggregated and paid annually, for:

- a. Utility logo on letterhead, advertising, billing, and marketing materials
- b. Signature by Utility official

III. Products.

- a. External water service line warranty (initially, \$6.75 per month)
- b. External sewer/septic line warranty (initially, \$7.75 per month)
- c. Interior plumbing and drainage warranty (initially, \$9.99 per month)

Company may adjust the foregoing Product fees; provided, that any such adjustment shall not exceed \$.50 per month in any 12-month period, unless otherwise agreed by the Parties in writing.

IV. Scope of Coverage.

- a. External water service line warranty:
 - Homeowner responsibility: From the main to the external wall of the home.
 - Covers thawing of frozen external water lines.
 - Covers well service lines if applicable.
- b. External sewer/septic line warranty:
 - Homeowner responsibility: From the exit point of the home to the main.
 - Covers septic lines if applicable.
- c. Interior plumbing and drainage warranty:
 - Water supply pipes and drainage pipes within the interior of the home.

V. Marketing Campaigns. Company shall have the right to conduct up to three campaigns per year, comprised of up to six mailings and such other channels as may be mutually agreed. Initially, Company anticipates offering the Interior plumbing and drainage warranty Product via in-bound channels only.