

CITY OF MUSCATINE  
IN-DEPTH CITY COUNCIL MINUTES  
Council Chambers – 7:00 p.m. – December 13, 2012

Mayor DeWayne Hopkins called the In-Depth City Council meeting for Thursday, December 13, 2012, to order at 7 p.m. Councilmembers present were LeRette, Fitzgerald, Natvig, Shihadeh, Bynum, Phillips, and Spread. Also present was City Administrator Gregg Mandsager, Finance Director Nancy Lueck, Fire Chief Jerry Ewers, and IT Manager John Kreuzenstein.

The first item on the agenda was the review of the 2013 Core Values, Vision and Mission and the 2013 City Council Goals and Management Agenda. City Administrator Gregg Mandsager reviewed the information with City Council. He stated that from a staff perspective, the term blight has been included where it is legally needed and that is in the Urban Renewal Plan.

Councilmembers Fitzgerald and Natvig both agreed on the selection of Vision #2 and also agreed that the term “blight” should not be included as part of the goals.

Councilmember LeRette stated he wants the goals to reflect that the city is committed to addressing blight in our community.

Councilmember Bynum stated he feels the term blight should not be included as part of the goals.

Councilmember Spread agreed with Councilmember LeRette.

Councilmember Shihadeh stated he feels the term should be included as part of the goals.

The next item on the agenda was a review of the state and federal mandates. City Administrator Mandsager stated the mandates are a work in progress and he will continue to update, refine, and add numbers as the information is received. He highlighted a number of items contained in the document including publications, ADA, CSO, and the pension system.

There was further discussion concerning the mandates.

The next item on the agenda was a review of debt refunding. Finance Director Nancy Lueck provided a brief overview of the information contained in her memorandum that was included in the agenda packet. She stated that with the decrease in interest rates in recent years, the city could realize an interest savings estimated at \$50,920 through the proposed refunding of the final three years of the city’s June 1, 2006 general obligation bond issue. She stated this would mean savings to the Landfill Fund (approximately \$10,700) and the Debt Service Fund (approximately \$40,200). She then outlined the schedule for the upcoming months related to the refunding.

Councilmember Natvig thanked Ms. Lueck for keeping Council updated on this matter.

The next item on the agenda was a review of proposed financial software. Finance Director Lueck stated the current software has been in use since the early 1990’s and that the city is looking at replacing and enhancing this system with a new software system. The initial goals in researching new software included maintaining all of the basic capabilities of the current software but also (1) making financial information easily accessible to departments without the need to request reports from the Finance Department, (2) having the ability for departments to enter purchase order information directly into the system and allow for electronic approval and distribution of the purchase orders, (3) having the ability for departments to directly enter employee payroll hours and employee leave hours into the system, and (4) having a more streamlined ability to transfer financial data to Excel spreadsheets for reporting purposes. She stated the city also looked for any other features that would assist

in streamlining various processes involving the Finance systems as they relate to other city department operations.

Finance Director Lueck stated the budget for fiscal 2012/2013 included \$140,000 funding to replace the city's current financial software system. She stated staff was looking at the potential for more efficiency.

Councilmember LeRette asked how many use the current software, and Ms. Lueck stated that it is mainly used by the Finance and HR staff. She stated the number of users could increase to approximately 50 to 55 with the new system.

Councilmember Bynum asked if the data storage is local, and IT Manager John Kreuzenstein answered yes.

Councilmember Spread asked about the conversion expense.

Finance Director Lueck stated the proposed vendor, Springbrook Software, has a lot of experience converting from ACS.

Councilmember Natvig asked if the committee was comfortable with the selection, and Finance Director Lueck answered yes stating the proposed software would have better integration with the current system.

The final item on the agenda was a Fire Department restructuring review.

Fire Chief Jerry Ewers gave a power point presentation and overviewed the information contained in Council's agenda packet. He stated the Fire Department was allowed to restructure its organization chart in order to create a temporary acting 40 hour administrative position from existing staff to improve the overall operations and efficiency of the department. He stated this trial period has been working successfully for the last 18 months and the department would like to make the changes permanent.

Chief Ewers stated this position has allowed the department to (1) create an assistant, or second in charge, of fire operations; (2) oversee other departmental programs that have been pushed down to shift personnel; and (3) created a liaison with other emergency responders in the city and county and with MUSCOM, billing company, and IT problems associated with the department's CAD, fire reporting, and EMS reporting software.

Chief Ewers stated the restructuring has had no negative effects on the shift and the position has met the department's goals and achieved improved customer service to the citizens of Muscatine. He stated this trial has had minimal impact to staffing and overtime and has seen many benefits.

There was discussion from Council concerning this matter.

Under comments, Councilmember LeRette informed everyone about the meteor showers that would be taking place later in the evening.

Councilmembers Fitzgerald and Natvig thanked staff for their presentations stating they were straight and to the point.

City Administrator Mandsager announced that the ERC's Trivia Night will be held on Friday, January 18, 2013, at the American Legion.

#22333. Councilmember Shihadeh moved the meeting be adjourned at 8:12 p.m. Seconded by Councilmember Fitzgerald. All ayes; motion carried.

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Gregg Mandsager, City Administrator