

City Administrator's Monthly Activity Report

Carol Webb, City Administrator

February 2021

(Issued March 18, 2021)



THE CITY OF
MUSCATINE
IOWA | USA

Monthly report of the City Departments of the City of Muscatine

The City Administrator's Monthly Report is intended to provide a brief summary of City activities, with links to additional information where possible. Due to the variety and complexity of City functions, however, the report is not all-encompassing. Please always feel free to contact the City of Muscatine for more information or with questions or concerns. View past and upcoming events on the City's calendar. Any feedback can be provided to the City Administrator's office by sending an email to feedback@muscatineiowa.gov.

FEBRUARY HIGHLIGHTS

In this report you will find detailed activity from City Departments for February 2021, such as:

- **City Administration** Presented 31 regular agenda items for consideration by City Council
- **Department of Public Works** filled 218 potholes during February, using 41 pounds per hole of hot mix asphalt created by department owned equipment from recycled asphalt.
- **Finance Department** wrapped up preparation of the Fiscal Year 2021-2022 budget for review and approval by City Council.
- **Parks and Recreation Department** conducted recruitment activities for seasonal positions at the Aquatic Center, Golf Course, and other parks and recreation facilities.
- **Community Development Department** issued 43 permits and conducted 45 construction inspections.
- **Fire Department** traveled 13,439 miles while responding to 395 calls for service.

Highlights from the Muscatine City Council

RECENT ITEMS CONSIDERED BY CITY COUNCIL

February 4 Regular Meeting:

- Approved amendment to 2021 Urban Renewal Plan

February 11 In-Depth Meeting:

- Proposed Changes to Muscatine City Code Chapter 3 of Title 9 regarding nuisance vehicles
- Staff Presentation regarding the Muscatine Organics Recycling Center

February 18 Regular Meeting:

- Approved development agreements for Grandview Senior Lofts and Colorado Senior Lofts.
- Approved donation of a city owned parcel to the Community Foundation of Greater Muscatine for the development of a workforce housing unit.

City Council Budget Sessions:

- In-depth budget sessions were held on January 28 & 30, February 2, 4, 6, & 9. All sessions may be viewed at <https://www.youtube.com/user/CityofMuscatine>

MARCH 4 Regular Meeting:

- Second Reading of proposed amendments to Muscatine City Code Section 6-3-13 regarding disorderly conduct
- Public Hearing on Proposed Property Tax Levy for Fiscal Year 2021/2022
- Resolution approving the Maximum Property Tax for certain Property Tax levies for the City of Muscatine Fiscal Year 2021/2022

Note that this list is not all inclusive and only notes major discussion items. Please consult the published Council Agenda at <https://www.muscatineiowa.gov/86/Agendas-Minutes> or view Council meetings at <https://www.youtube.com/user/CityofMuscatine>

MARCH 11 In-Depth Meeting:

- Staff presentation regarding the proposed use of electric scooters in the City of Muscatine
- Staff/Council presentation regarding the proposed Grandview Avenue Revitalization Project

UPCOMING ISSUES BEFORE CITY COUNCIL

MARCH 18 Regular Meeting:

- Third Reading of proposed amendments to Muscatine City Code Section 6-3-13 regarding disorderly conduct
- Public Hearing & Resolution on Adoption of Amendments to the 2020/2021 City Budget
- Public Hearing & Resolution on Adoption of the Budget and Certification of Taxes for Fiscal Year 2021/2022.

Note that this list is subject to frequent change and is not all inclusive. Please consult the published Council Agenda at <https://www.muscatineiowa.gov/86/Agendas-Minutes>

MARCH 30 Special Meeting:

The Muscatine City Council, the Muscatine County Board of Supervisors, and the Muscatine Community School District Board will meet virtually at 7:00 pm to discuss issues of mutual interest. Agenda materials and login information will be available on the City's website in advance of the meeting.

April 8 In-Depth Meeting:

- Overview regarding the City's role and responsibilities related to Hershey Manor Senior Housing Facility.
- Overview of the findings of the East Hill Multi-Use Facility site and building assessment and discussion of next steps.

From the City Administrator



Well February was quite a month! City staff continued winter operations while also turning our eye toward preparing for a busy spring and summer season in Muscatine. The Public Works Department conducted maintenance on over 254 lane miles of streets, including snow plowing and pothole patching. Public Works strives to return calls for snow-related service within 2 days and is tracking the date to measure our performance. The spring melt gave us the gift of potholes, with over 218 potholes patched in February. If you see a pothole in your neighborhood, you can file a request to patch it [here](#).

In preparation for the spring/summer season, Parks and Recreation held a seasonal Job Fair in late February and will host a second [Job Fair](#) on March 20 for recruitment of seasonal staff for a variety of positions, including at the Aquatic Center and the Golf Course. If you or someone you know is interested in this seasonal opportunity and wish to join our team here at the City, please plan to attend. The Parks and Rec Department also began to receive requests for tournaments, games, and clinics at both the Soccer Complex and Kent Stein Park for the spring/summer season. The Golf Course opened on March 12, so if you are a golfer – dust off those clubs. Maybe I will see you out on the course!

City budget discussions continued throughout early February in preparation for public hearings and final approval of the budget on March 18. As City Administrator, preparing the budget for Council approval is one of my most important job responsibilities. The City's budgeting process is guided by Council-adopted financial management policies, which are listed in the City's [budget](#). The policies ensure the City is fiscally responsible while providing a high level of service. More information about the budgeting process can be found at [here](#).

I am looking forward to warmer weather and my first spring season in Muscatine as we gear up to implement the projects and programs funded in the City's budgeting process. If you have any feedback for me or the City staff, you can email us at feedback@muscatineiowa.gov.

Department of Administration | City Administrator's Office

The City Administrator's office is responsible for the overall management and administrative coordination of the activities of the City of Muscatine. The Office focuses on providing transparent and efficient city services that meet or exceed community expectations.

February Highlights

- Conducted four City Council budget work sessions.
- Presented to City Council proposed changes to City Code regarding nuisance vehicles
- Staff attended City Clerk Training hosted by the Iowa League of Cities
- Prepared the first City Administrator Monthly Report
- Presented 31 regular agenda items for consideration by City Council



Department of Administration | Division of Human Resources

February Highlights

- The HR Department is in the process of gathering information needed to complete property and casualty renewal forms. This requires coordination of details regarding operations from every department.
- The City is currently taking applications for several positions including library assistant, code enforcement, fire fighter, and all seasonal positions.
- Assisted in interview process for office coordinator at the Fire Department and custodian for the Housing Department. Completed hiring process for these positions.

Department of Administration | Communications Division

The goal of the Communication Division is to provide up-to-date and timely information to the citizens of Muscatine, and to provide a user friendly website for citizens to find and download various information specific to their needs.

February Highlights

- 29 press releases published including 13 edited and sent for various department)
- 12 GoToMeetings hosted including two hybrid meetings for the budget review sessions
- 179 social media posts (87 Facebook, 38 Instagram, 43 Twitter, 2 LinkedIn, 9 YouTube)

City of Muscatine Website February 2021	
Top Visited Pages	Visits
Employment	2,144
Bids	705
Coronavirus Update	602
Parking Payments	595
Staff Directory	509
Police Department: Mobile ATE	491
Muscatine News: Indian trail stone marker	455
Agenda/Minutes	449
Parks & Recreation	444
Police Department	397

February 2021 Website Data	
Actions (Visits, Page Views, Downloads, Searches)	238,065
Visits	32,489
Page Views	36,872
How Visitors Accessed Website February 2021	
Desktop	15,426
Smartphone	14,034
Tablet	1,460
Unknown/Other	1,209

Department of Administration | Finance & Records Division

City of Muscatine
Finance Department
Monthly Activity Summary Report
Calendar Year 2021 through February

(Transparency Portal: <http://www.muscatineiowa.gov/1152/OpenGov>)

Summary of Activities for the Month of:	January 2021	February 2021
Accounts Payable Checks and ACH Payments	523	479
Payroll Checks and Direct Deposits	634	648
Accounts Receivable Invoices Sent	237	150
Finance Cash Register Transactions	373	557
Housing Receipt Transactions	162	171
Purchase Orders Processed	228	233

Department Highlights for the Month of February:

*** Budget Work:**

Completed Capital Projects, Debt Service, Tax Increment Funds, Road Use Tax, Local Option Tax, and remaining other funds budgets
 Completed City Council budget review sessions; incorporated City Council decisions into final budget
 Prepared State Budget forms for the two required public hearings on the proposed budget
 Prepared State forms for Amendment #1 to the FY21 Budget

*** Other**

Worked with the City's bond counsel and prepared Agenda items for the Urban Renewal Plan Amendment, the TIF Ordinance for two of the new Housing developments, setting and holding public hearings on the housing developments, and related items
 Caught up on grant reports and required documentation for FEMA - 2019 Flood and 2020 Windstorm
 Submitted required documentation to actuary for the 509A-Iowa Public Body Self-Insured Group Healthcare plan due March 31st.

Department of Parks & Recreation | Park Administration

The main office is now open to the public with regular office hours Monday-Friday 8 a.m. to 12 p.m. and 1 p.m. to 5 p.m. The first Job Fair was held on February 20th and the next Job Fair will be held on March 20th at the Municipal Golf Course from 10 a.m. to 12 p.m.

There have been many requests to hold special events on public property. The complete special event listing can be found at our [website](#). Pearl City Station, Riverview Center and park shelters continue to receive many requests for reservations. The Dog Park remains open with passes being sold daily.

Subject	Result
Pearl City Station Reservations	30 Reservations Booked for 2021
Riverview Center Reservations	28 Reservations Booked for 2021
Shelter Reservations	69 Reservations Booked for 2021
Dog Park Passes	47 Dog Park Passes for 2021

Department of Parks & Recreation | Park Maintenance

Work continues on equipment in preparation for mowing season. The Riverfront restroom was closed due to heavy vandalism but should be open by mid-March. Trails, playgrounds and open green spaces are starting to see increased usage after the long winter. We ask that if anyone is using a park and they see something in need of repair or attention to please contact our office.

A status report on projects is as follows: Riverfront Fence project finished, Spillway Lane Fence Project has started and should be done in mid-March, Soccer West Drainage Project is on hold until the ground area firms up, hanging flower basket grow in has started, tree stump grinding and removal continues, Fuller Park bridge repairs continue, Fourth Street Park fence replacement is being scheduled, the Skate Park Fence repairs are being scheduled, Gas Dock repairs have been scheduled, the Houseboat Dock repairs will take place as soon as the ice is clear from the harbor.

We are in the process of identifying locations for several hundreds of trees to be planted this year on City property.

Subject	Result
Seasonal Employee Recruitment	8 Seasonal Employees Hired

Department of Parks & Recreation | Cemetery

Greenwood Cemetery remains open to the public for walkers, bicyclists and the community's cemetery needs. The Spring clean-up will take place starting on March 15th. Now that the grounds are starting to firm up, the grounds crew will be doing grave space repairs by picking up sticks and filling in settled dirt areas.

Subject	Result
Burials	8 Burials
Burial Spaces	5 Burial Spaces Acquired

Department of Parks & Recreation | Boat Harbor/Marina

The latest flood prediction report shows low to moderate flooding expected this Spring. Long Dock and Houseboat Dock boat slips are available for rent for the 2021 season. Please contact the Parks and Recreation office for more information or to make arrangements. The harbor will open weather permitting around May 1st. The Marina has gas and diesel for sale and has a pump out station for boater's convenience. Requests for fueling and pump out services may be made by contacting the parks and recreation office. The Houseboat Dock repairs will be made as soon as the harbor is free of ice.

Subject	Result
Long Dock Slips (48 Available)	0 Long Dock Slips Rented
Houseboat Dock Slips (8 Available)	0 House Boat Slips Rented

Department of Parks & Recreation | Recreation

Youth and adult recreation programs and special events continue to be offered while adhering to COVID-19 safety protocols. The 2021 program brochure will be available to the public the first week of April. Our annual Easter Egg Hunt will take place on Saturday, March 27th at Weed Park from 10 a.m. to 12 p.m. Current programs taking place include Youth Gymnastics, Blast Ball, Adult Volleyball League and the Walking Club.

Subject	Result
Youth Program Participation	349 Participation Occurrences in February
Adult Program Participation	601 Participation Occurrences in February

Department of Parks & Recreation | Aquatics

Aquatic Center staff recruitment to include lifeguards, slide attendants, cashiers, pool manager and maintenance staff is in process. There will be a Job Fair on Saturday, March 20th at the Municipal Golf Course from 10 a.m. to 12 p.m. or interested people may apply at City Hall. The pool season is scheduled to start on Saturday, May 29th. We are currently taking requests for pool party reservations. Hy-Vee will be the concessionaire this year.

Subject	Result
Lifeguards	10 Lifeguards Hired
Pool Party Reservations	2 Pool Parties Booked
Swim Lesson Enrollments	0 Swim Lesson Enrollments

Department of Parks & Recreation | Wellness

The City employee wellness programs continue to be offered through the virtual Wellness Center. The Fitness Reimbursement program and weekly Wellness Wednesday newsletters continue throughout the year. The biometric screenings are scheduled for late February and early March.

Subject	Result
Participation	54 Participation Occurrences in February

Department of Parks & Recreation | Kent Stein

Scheduling requests for tournaments, games, practices and clinics continue to be received. The park is scheduled to open for the season on or around April 1st weather permitting and will close on or around October 31st weather permitting. The complete baseball and softball tournament schedule can be found on our special event listing at our [website](#). Hy-Vee will be the concessionaire this year.

Subject	Result
Tournaments	15 Tournaments Scheduled for 2021

Department of Parks & Recreation | Soccer Complex

The Soccer Complex and Soccer West is scheduled to open in late March weather permitting. We continue to receive requests for tournaments, games, scrimmages and clinics in the Soccer Complex. Soccer West is located to the West of the Soccer Complex and includes 4 large lighted fields with linear parking. Requests for practices and camps continue to be received. The drainage project for Soccer West will be completed once the ground has firmed up from Winter. Hy-Vee will be the concessionaire this year.

Subject	Result
Tournaments	5 Tournaments Scheduled for 2021

Department of Parks & Recreation | Soccer Events

The 25th Annual College Search Kickoff is scheduled to take place on July 22- 25 in Muscatine. Registration is currently underway for teams and college coaches. There are currently 10 teams and 31 college coaches registered. It is our hope that we will have 150 college coaches and 60 plus teams.

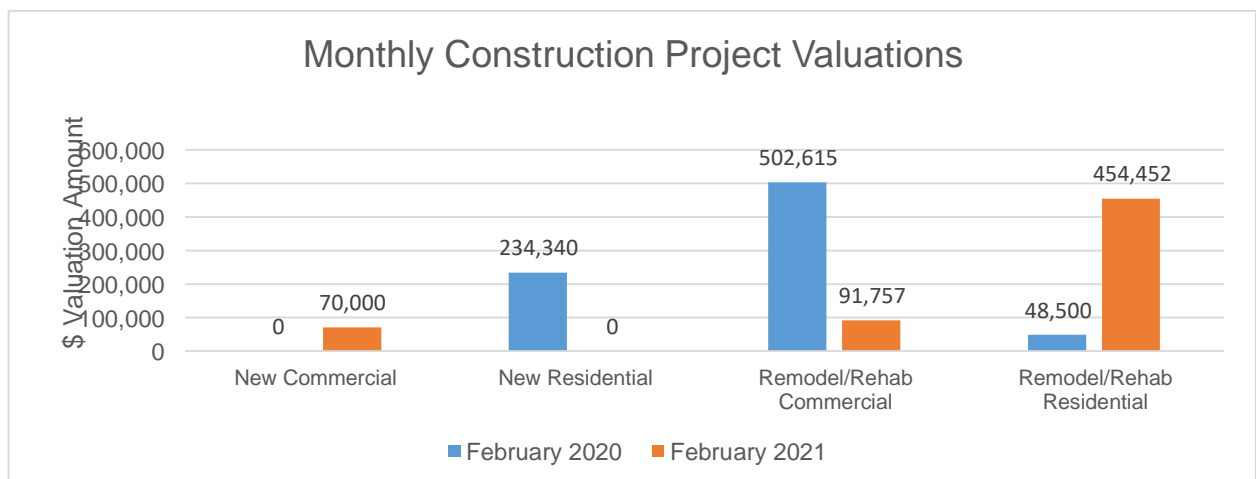
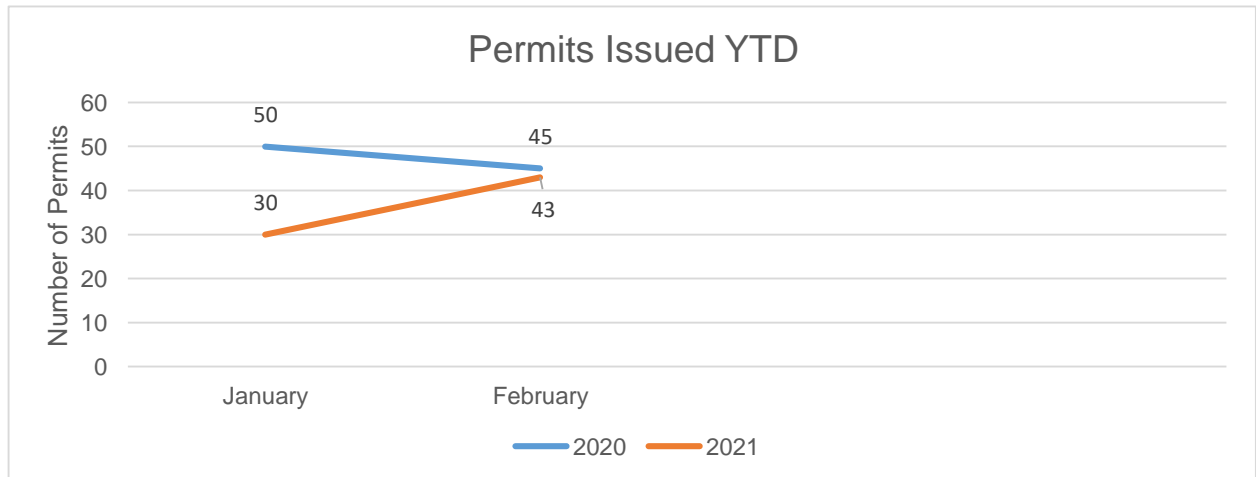
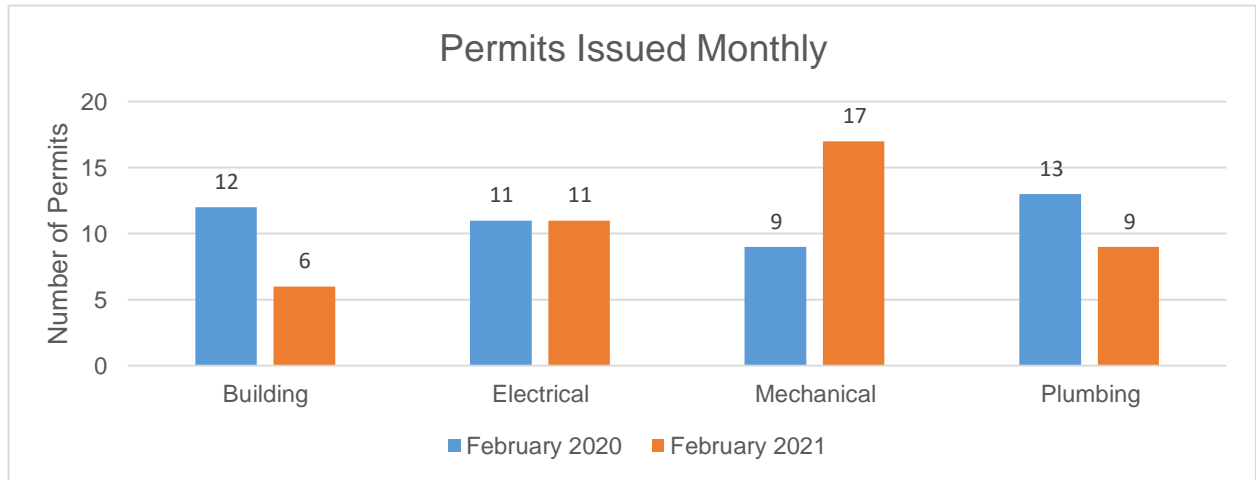
Subject	Result
College Coaches	31 College Coaches Registered
Soccer Teams	10 Teams Registered

Department of Parks & Recreation | Golf

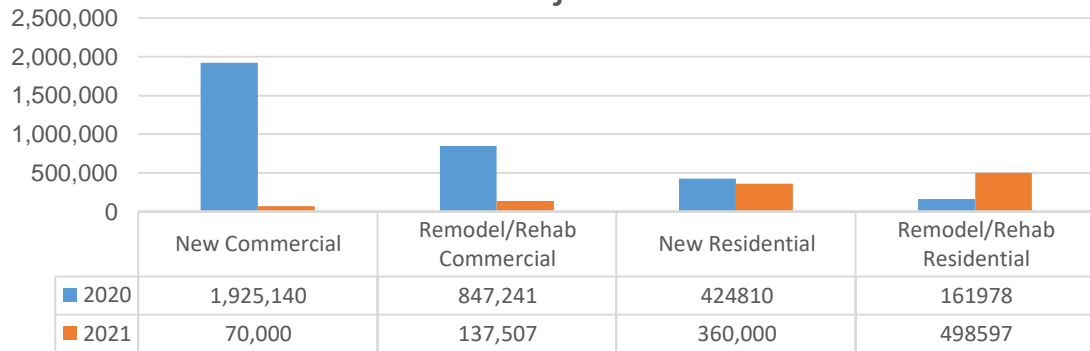
The Muscatine Municipal Golf Course is scheduled to open on Friday, March 12th at 10 a.m. for the season. Golfers may get their tee times now for the start of the season. Season passes, golf accessories and gift certificates are available for purchase at the Club House. Leagues, lessons, clinics and special events are in the process of being coordinated for this golfing year. The new point of sale system has been installed and the staff are being trained on how to use it. There are many new marketing features with this new system that we are looking forward to. The job fair will take place at the clubhouse on March 20 from 10 a.m. to 12 p.m. Anyone interested in a seasonal job with parks and recreation should attend or call the parks and recreation office at 563-263-0241.

Subject	Result
Outings	9 Outings Scheduled for 2021
Leagues	4 League Scheduled for 2021

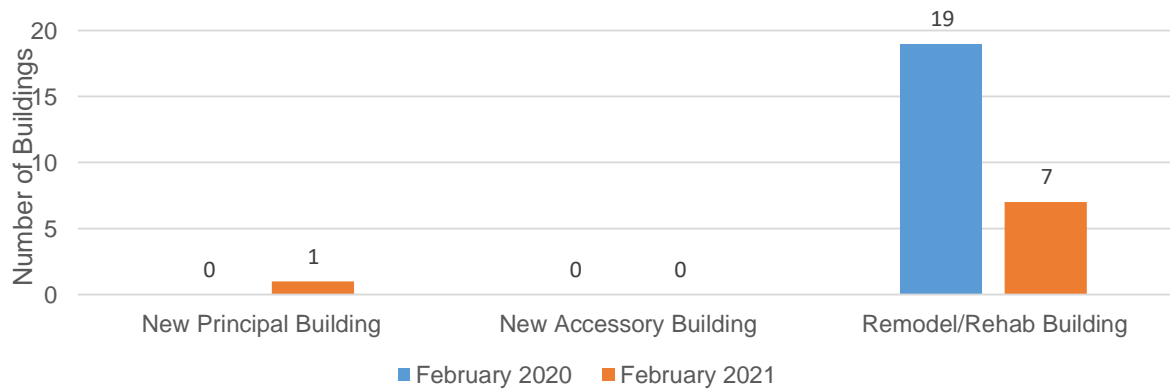
Department of Community Development



YTD Construction Project Valuations



Monthly Commercial Building Construction Projects

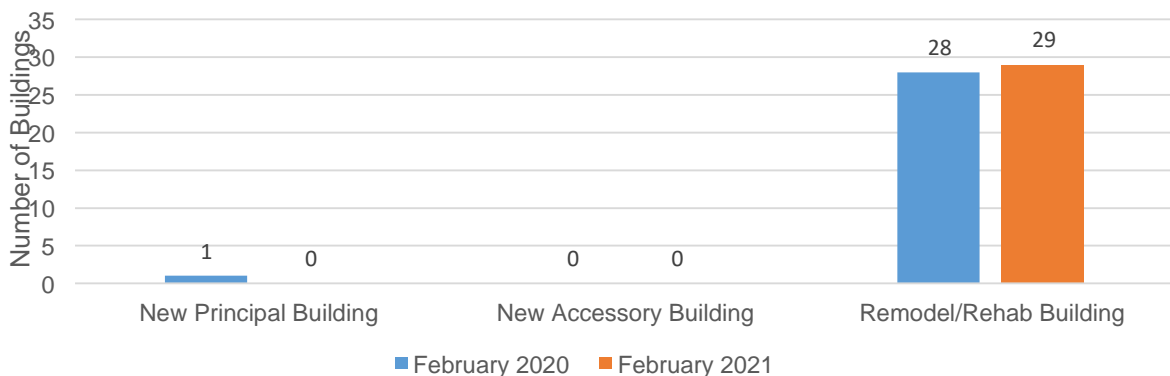


Principal Building defined as the construction of new building on a previously vacant lot/parcel

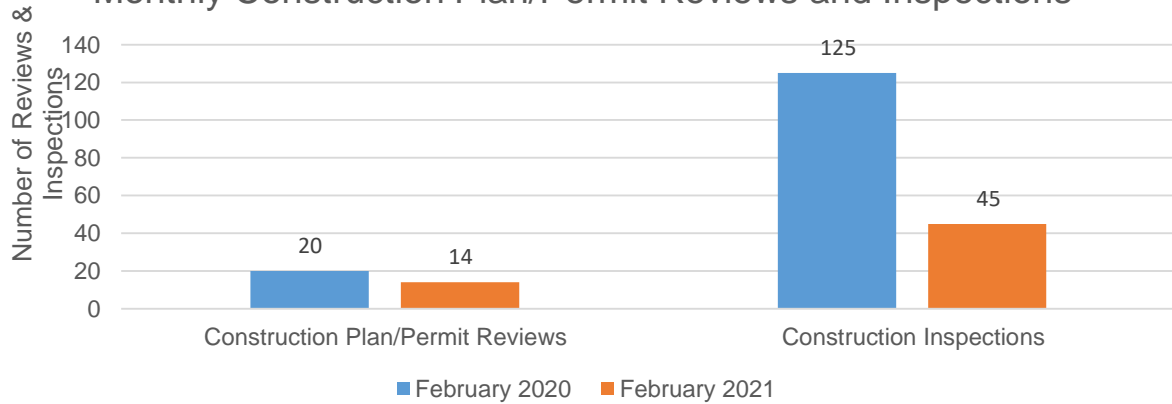
Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.

Remodel/Rehab defined as buildings undergoing any kind of alteration whether it be for a remodel or repair

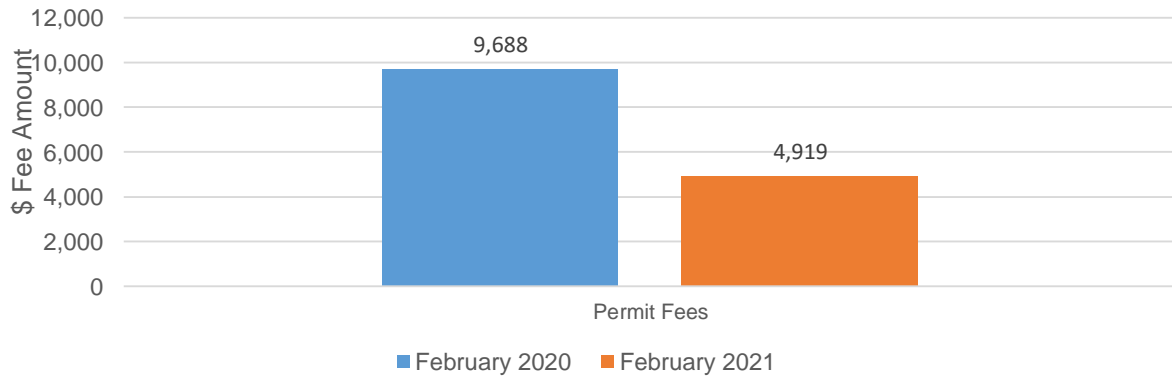
Monthly Residential Building Construction Projects



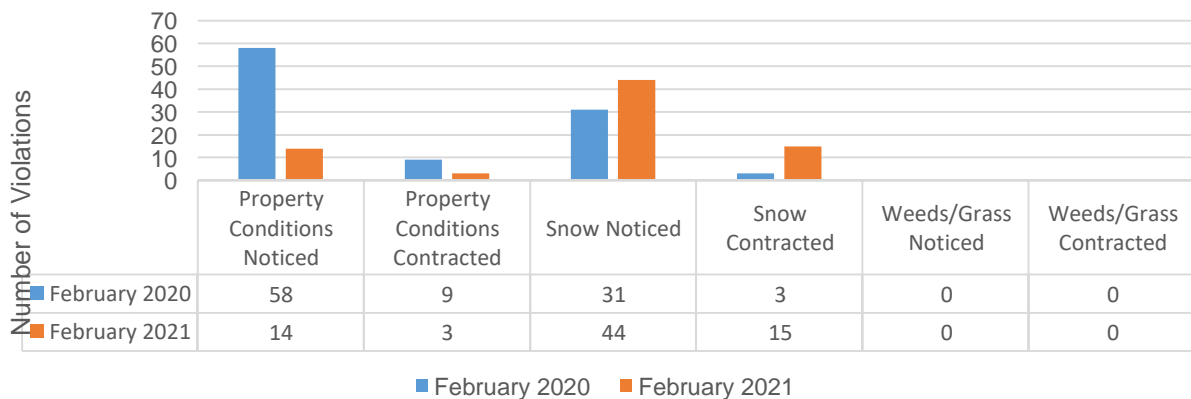
Monthly Construction Plan/Permit Reviews and Inspections



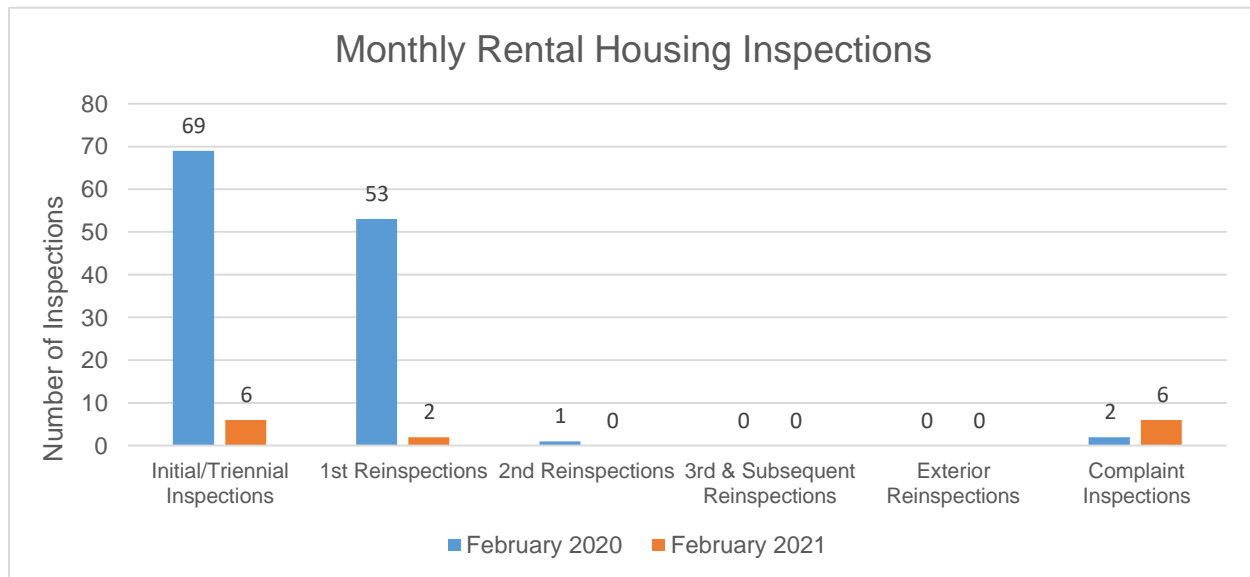
Monthly Permit Fees Collected



Monthly Code Enforcement Violations



Property Conditions defined as Nuisance Abatements and other Code Violations including but not limited to dangerous tree trimming/removal, zoning regulation violations, etc.



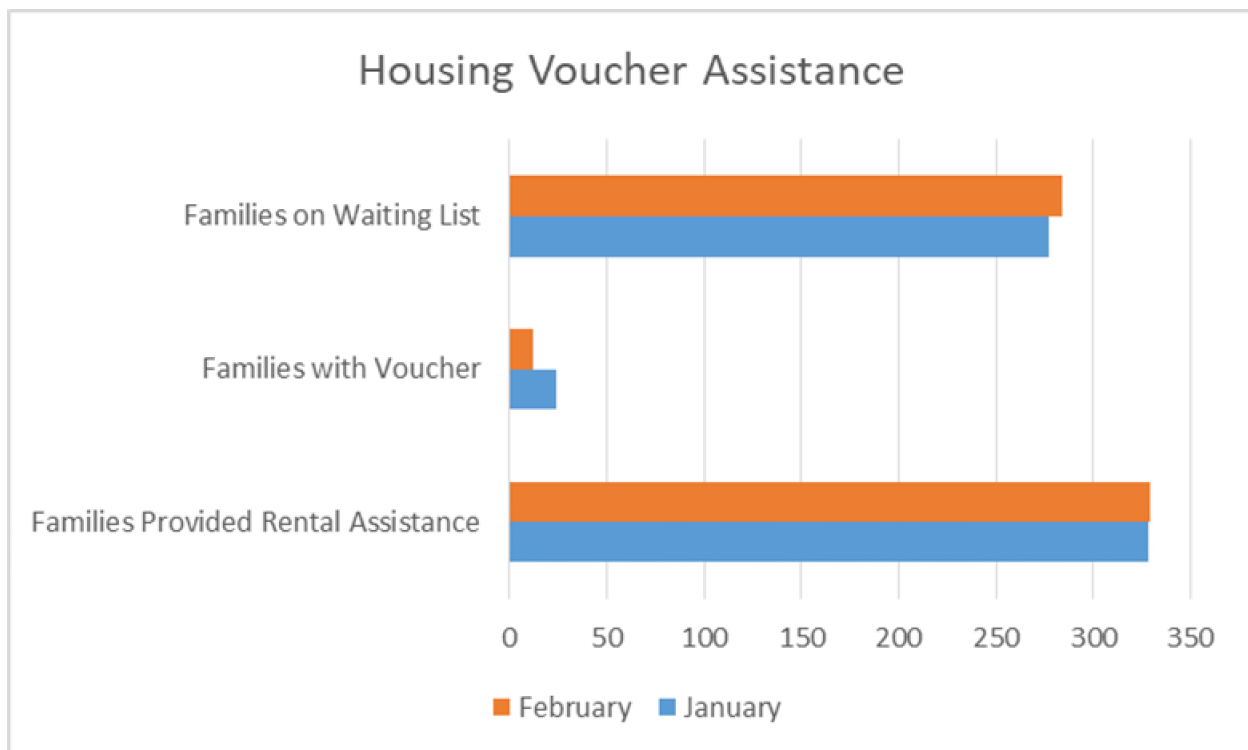
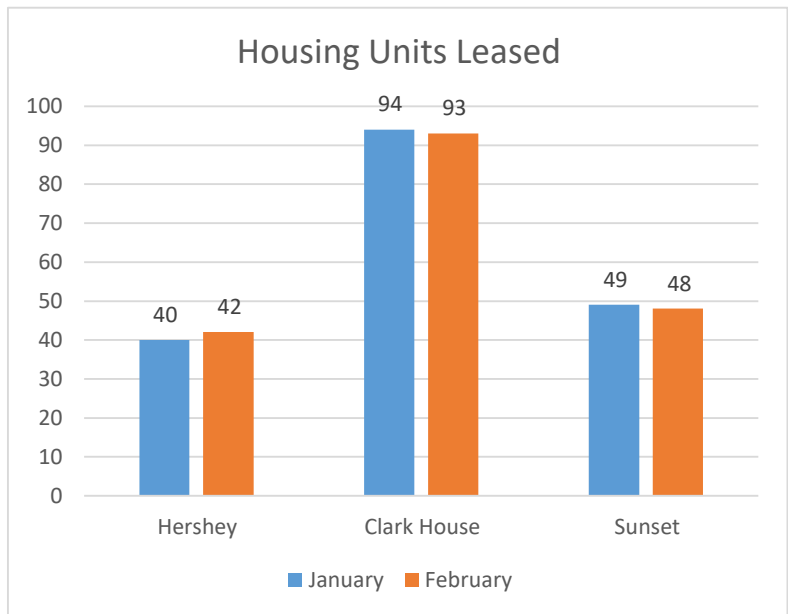
Other Community Development Activities:

- ❖ The Department welcomed a new Building Inspector, Andrew Oien, who brings 24 years of experience in the building industry.
- ❖ Processed 44 properties for declaration as surplus and completed the conveyance of 8 back to private ownership.

Housing Agency

- ❖ Staff coordinated COVID vaccination clinics at Clark House and Hershey Manor for tenants 65 and over.
- ❖ The new FSS Coordinator/Housing Counselor has begun meeting with participants and enrolled 2 new clients in these self-sufficiency programs.
- ❖ Staff appeared on Muscatine Today with Ashley Loveless to discuss housing programs, available leasing opportunities and how to apply.
- ❖ The Hershey Manor Property Manager submitted a special claims request for the unusual vacancies, which was approved and provided much needed additional resources for operations and maintenance.
- ❖ 50 families were invited to a Voucher briefing, the first step toward being assisted, and 26 attended the required meeting.
- ❖ Maintenance staff received 120 work order requests at the 3 properties, all of which were completed within 24 hours.

Leasing continues to be difficult at Clark House and Hershey Manor. At Hershey we leased 2 units up, but then lost 2 tenants for age related issues. Sunset would have been fully leased for February, but a move-in has been delayed to damage from a broken water pipe. We also suffered a broken sprinkler pipe at Clark House. Within 15 minutes more than 2 inches of water accumulated over 2/3rds of the first floor causing significant damage.



Through the voucher program the Muscatine Municipal Housing Agency:

- paid \$141,918 to private landlords on behalf of assisted clients
- earned \$22,112 in administrative fees



Department of Public Safety

Fire Department Monthly Report

By: Chief Jerry Ewers

February Highlights

- Firefighting bunker gear that was ordered in July has begun to ship out. COVID-19 affected the manufacturing and delivery dates of personal protective equipment.
- Flat Stanley participation with the Muscatine Community School District.
- Created two internal department committees. One ambulance committee and one fire engine committee. The committees are assigned to create the specifications for bidders. This gets staff input to the design and options for a new fire engine and ambulance.

Staff Updates

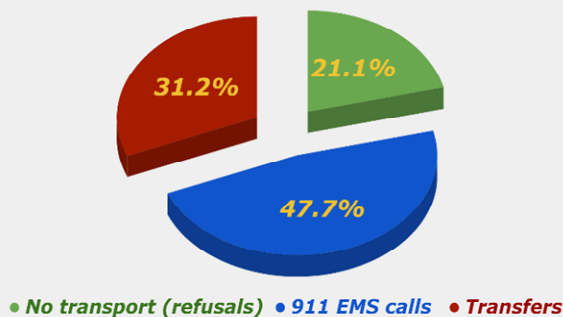
- Conducted interviews for fire department office coordinator position.
- One firefighter on Military Leave, one on light duty, and one on leave of absence.

Demand for Services / Response Activity

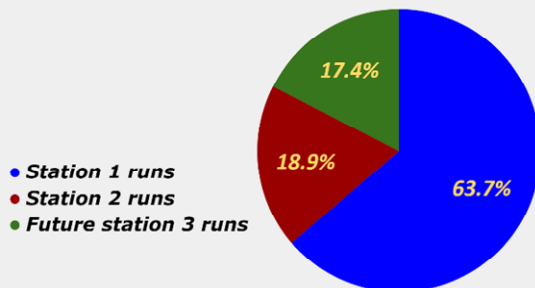
	Avg. Per Day	Monthly Total	YTD Totals
Fire Responses	1.46	41	71
911 EMS Responses	8.96	251	551
Out of Town Transfers	3.68	103	234
Total Responses		395	856
	Avg. Per Day	Monthly Total	YTD Totals
Gold Alert Contacts	0.82	23	81
Urban Response Time Goal - 90% within 9 min or less		89.4%	90.9%
Rural Response Time Goal - 90% within 15 min or less		100%	99.1%

NOTE: Gold Alert Contacts are potential or confirmed COVID positive patients that require additional personnel protective equipment and cleaning and disinfecting after each contact.

EMS Call Types - February 2021



Calls per Coverage Area - February 2021



Staff Training

Type	Monthly Total	YTD Totals
Recruit / Probationary	46.55 hours	235.55 hours
Fire Suppression	398.24 hours	583.24 hours
EMS / Medical Related	312. 8 hours	434.8 hours
Technical / Rescue	58 hours	98 hours
Driver / Operator	16.5 hours	29.5 hours
Professional Development / Leadership	6 hours	8 hours
Paramedic Program	344 hours	536 hours
Totals	1,182.09 hours	1,925.09 hours



Ice Rescue Training in the Mississippi River.



Vehicle & Equipment Maintenance

	Monthly Total	YTD Totals
Fire Vehicle Miles Driven	2,325	4,357
Ambulance Miles Driven	11,114	23,815
Total Miles Driven	13,439	28,172
Work Orders Completed (PPE, Vehicles, Equip)	52	97
Gallons of Diesel Fuel Dispensed	276.50	665.90
Gallons of Gasoline Dispensed	1,704.00	3,433.80
Total Gallons of Fuel Dispensed	1,980.50	4,099.70

The 2006 Alexis Fire Engine is in for corrosion, body work and new paint. Should be finished soon and back in service in a few weeks.

**Prevention, Education and Outreach**

	Month	YTD		Month	YTD
Fire Inspections	40	88	Plan Reviews / Site Visits	6	11
Re-Inspections	53	79	Fire Investigations	5	11
Educational Events	0	0	Permits Issued (All types)	48	145

Note: Due to COVID no educational events have been scheduled with the public or schools.



Department of Public Safety

Police Department Monthly Report

February Highlights

- The Code Blue program was utilized 1 time in February. The Code Blue program provides food to these families in need after a tragic incident in their lives. This fosters positive interactions within our community during a crisis. The PD partners with many restaurants with Code Blue.
- Detective Roseman met with Kevin Jenison about getting a security camera registration form put on the city website. We would be able to check to see who has registered doorbell cameras, security cameras, etc. when investigating incidents in a specific area.
- Assistant Chief Snider and Captain Kies attended active shooter training in Omaha, NE. This training covered best practices in identifying at risk kids and getting ahead of school violence. The program also covered Rescue Task Force training recap which we intend to organize a large scale training event this summer.
- Officer VanEst helped a woman confined to her bed putting her groceries away that were on the counter after a call for service at her home. He also retrieved mail for her out of the mail box.
- PD attended Diversity Equity Inclusion (DEI) monthly meeting

Staff Updates

- Police Officers Demetri Wheeler and Dakota Mullen are attending the Iowa Law Enforcement Academy.
- Officer Nicole Blum solo patrol in February.

FEBRUARY 2021 CITY ADMINISTRATOR'S MONTHLY REPORT

CALL TYPE	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TO DATE
HOMICIDE	2021	0	0											0
	2020	0	0											0
SEXUAL ASSAULT	2021	3	4											7
	2020	6	2											8
ROBBERY	2021	0	0											0
	2020	0	0											0
BURGLARY	2021	14	16											30
	2020	10	8											18
THEFT	2021	23	15											38
	2020	17	16											33
AUTO THEFT	2021	6	5											11
	2020	6	5											11
SHOPLIFTING	2021	8	8											16
	2020	14	9											23
Class I Total														110

NON-FORCIBLE SEX OFFENSE	2021	0	2											2
	2020	2	2											4
NON-AGGRAVATED ASSAULT	2021	17	13											30
	2020	18	15											33
FRAUD	2021	5	6											11
	2020	17	3											20
CRIMINAL MISCHIEF	2021	13	10											23
	2020	6	9											15
NARCOTICS/DRUGS-INCLUDING PARAPHERNALIA	2021	15	7											22
	2020	12	18											30

FEBRUARY 2021 CITY ADMINISTRATOR'S MONTHLY REPORT

OPERATING WHILE INTOXICATED	2021	4	6											10
	2020	4	7											11
TRAFFIC CITATIONS ISSUED	2021	166	130											296
	2020	178	243											421
ADULT ARRESTS	2021	100	118											218
	2020	85	82											167
JUVENILE ARRESTS	2021	5	5											10
	2020	8	10											18

DOMESTICS	2021	10	10											20
	2020	9	2											11
NCO VIOLATIONS	2021	9	4											13
	2020	0	2											2

ANIMAL COMPLAINTS	2021	56	62											118
	2020	52	58											110
FATALITY ACCIDENT	2021	0	0											0
	2020	0	0											0
OTHER ACCIDENTS	2021	67	76											143
	2020	55	40											95
													Class IV Totals	261

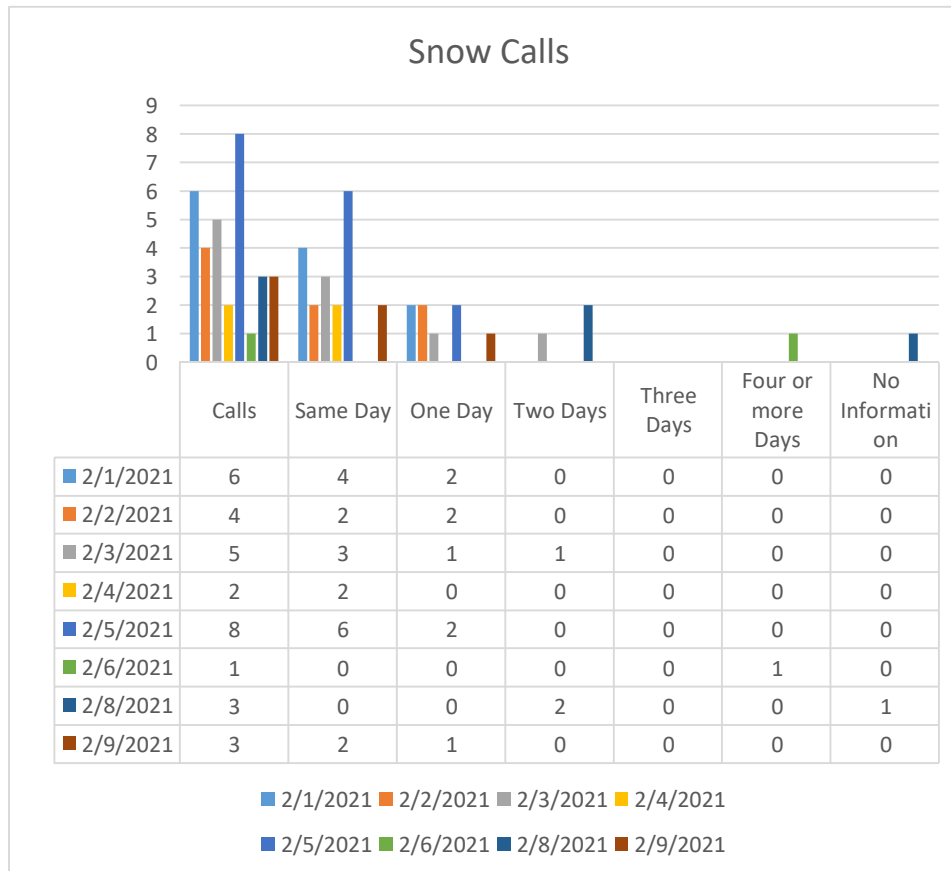
STATE ACCIDENT REPORTS	2021	22	28											50
	2020	20	12											32

Department of Public Works (February 1-28, 2021)

The Public Works Department is composed of eight divisions which include: Administration, Building & Grounds Maintenance, Collection & Drainage, Engineering, Roadway Maintenance, Solid Waste, Transit (Muscabus), and Vehicle Maintenance. For budgeting purposes several of these divisions are broken down into subdivisions. For the purpose of the monthly report there will be several divisions that will be reporting consistently, while others may only be reporting on special events or accomplishments.

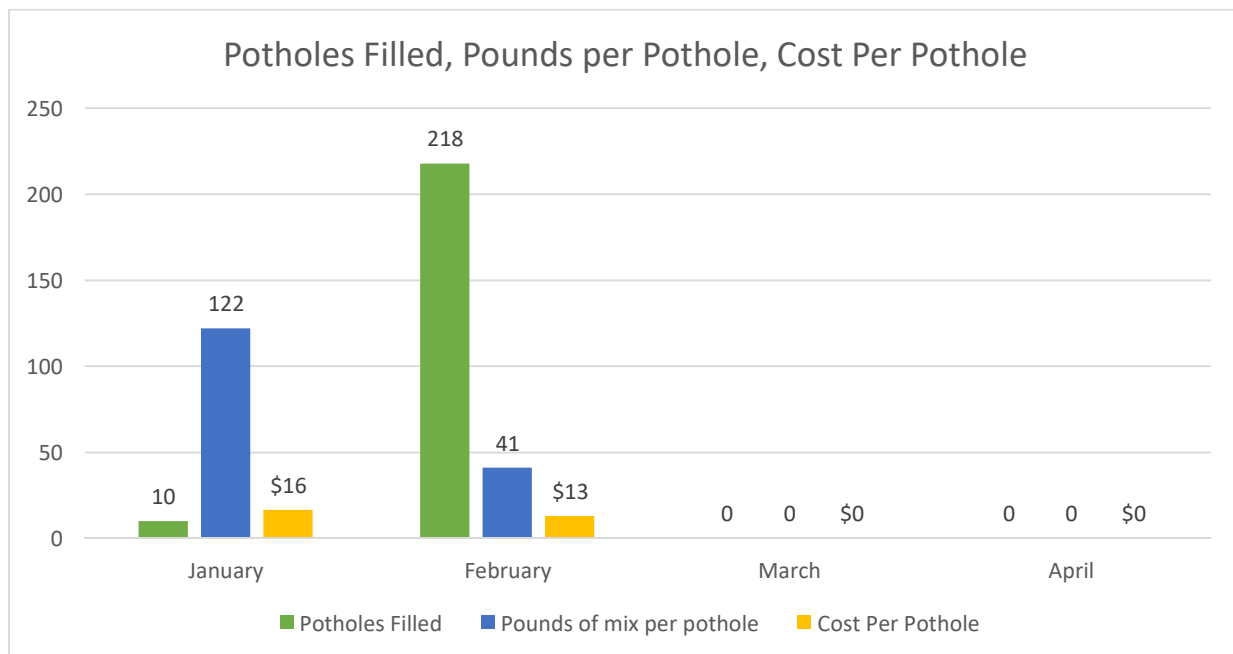
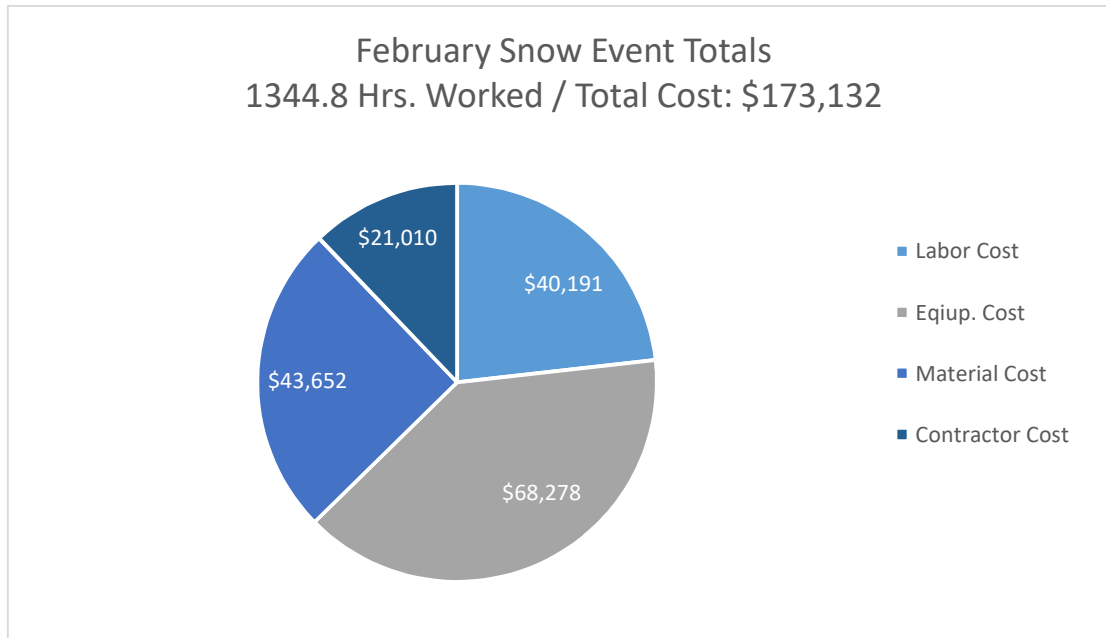
Roadway Maintenance Division Report February 2021:

Roadway Maintenance includes activities related to street repairs, snow removal, traffic control, and street cleaning. They are responsible for over 254 lane miles of streets within the city limits.



This chart shows the number of calls after snow events and the response time to them. Our goal is to respond to requests for service within two days.

The chart below shows the amount of time, equipment and material used for snow and ice removal.



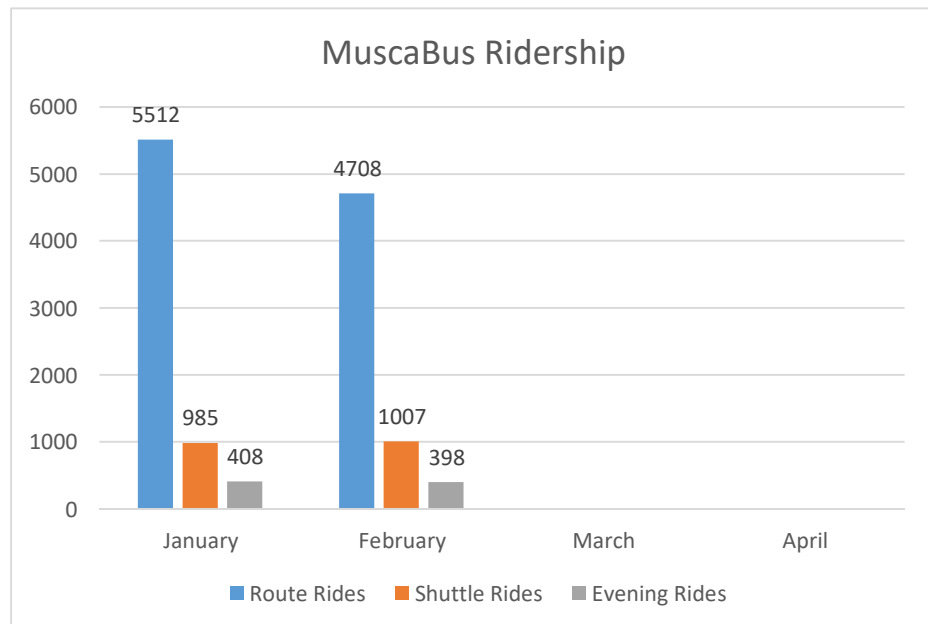
This measure indicates the number of potholes filled, the amount of material used to fill the hole in pounds, and the cost to fill each pothole. Beginning January 20, 2021, a "standard" pothole is defined as being the size of large pizza box. Potholes will be divided no smaller than one half of a pizza box.

Building and Grounds Activities for February 2021:

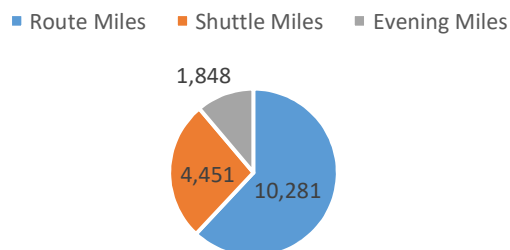
This month in addition to their regular duties including cleaning, plumbing, electric, HVAC work and other regular repairs staff fixed the generator for South Fire Station, broke ice dams off roofs, plumbed and installed a kitchenette in the library breakroom, cleaned and descaled the ice machines in city hall and public works. They also replaced two fan motors on Public Safety Building apparatus floor heaters, replaced the heat exchanger in one of the City Hall boilers, replaced the blower motor on one of the Public Works furnaces, and replaced a sump pump at the Art Center. During the winter months they have been doing snow removal at all our buildings and bus shelters. They also continue to keep buildings supplied with COVID and other necessary sanitary supplies.

Transit Summary of Operations for February 2021:

MuscaBus is the city's transit service. It operates four fixed routes, shuttle service, and evening service.



February Miles Driven



Engineering Division Report February 2021:

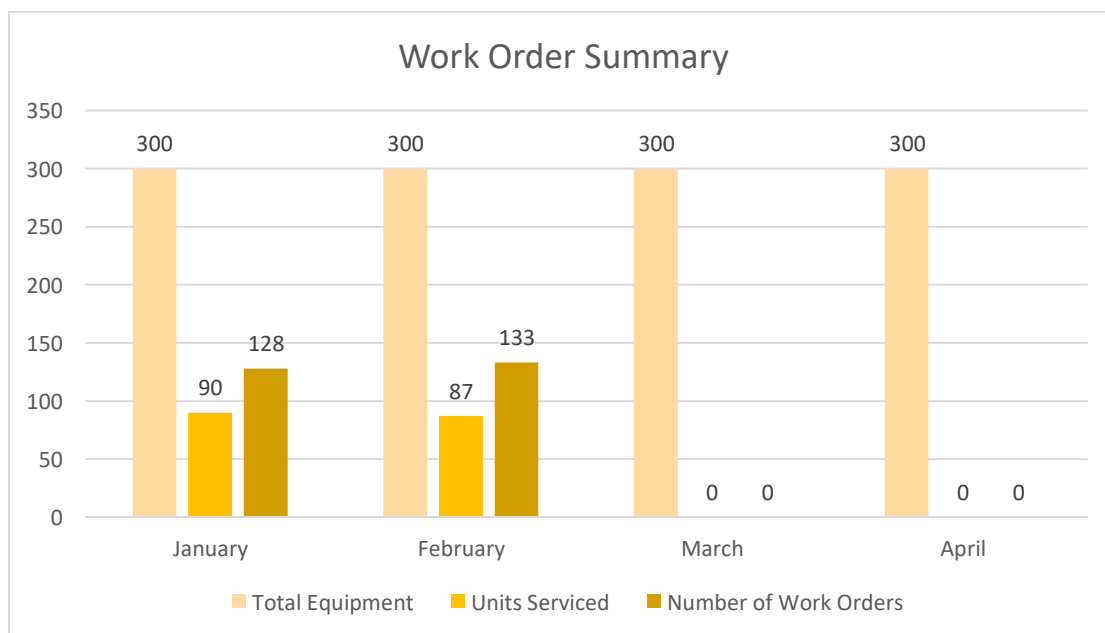
The following table describes current and proposed construction projects and their status.

Project Name	Bids Due	Project Award	Approx. Construction Start
Concrete Full Depth Patch	February 23	March 4	March-April 2021
Asphalt Street Overlay	February 23	March 4	April-May 2021
Asphalt Alley Overlay	February 23	March 4	April-May 2021
Grandview Reconstruction	March 16	April 1	April-May 2021
West Hill Sewer Separation Phase 5	March 9	March 18	April 2021
Park Avenue 4 to 3 lane		2020	March-April 2021
2 nd Street Streetscape		2020	March-April 2021

Several construction projects will be starting in March but no project construction activity took place in January or February.

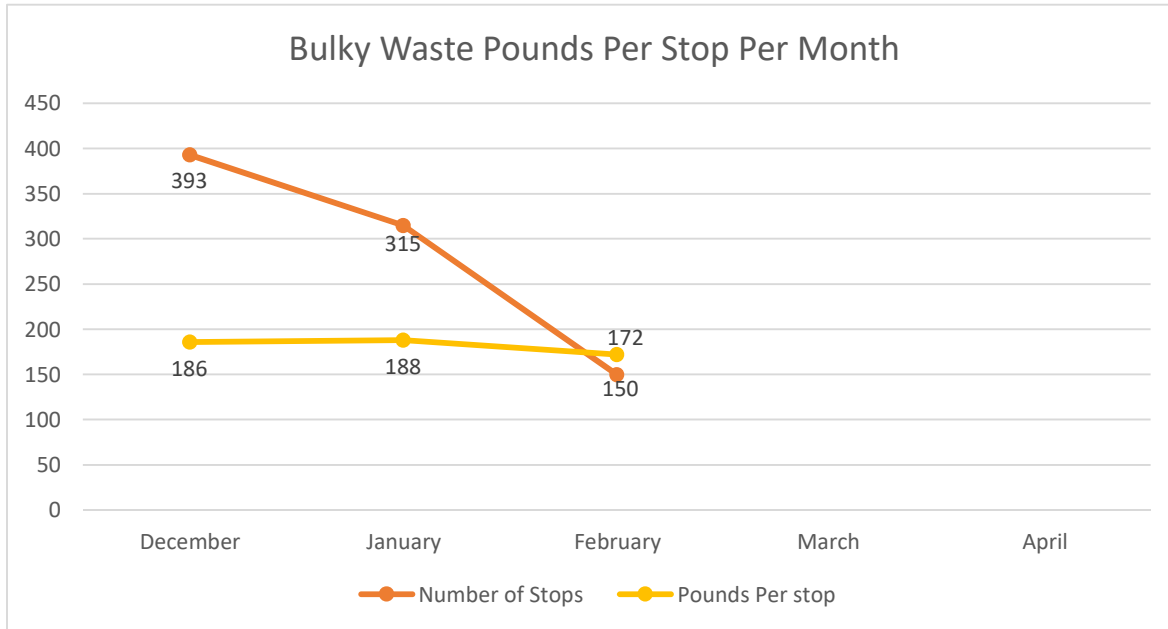
Vehicle Maintenance Division Report February 2021:

The Vehicle Maintenance Division services and repairs approximately 300 pieces of equipment and vehicles from all city departments with the exception of the Fire Department, Soccer, and WPCP.



Solid Waste Division Report February 2021:

The Solid Waste Division consists of activities related to refuse collection, transfer station, compost site, and landfill, as well as overseeing the contracted recycling collection.



This chart shows the amount of solid waste collected curbside (in tons) as well as the amount of material dropped off at the Transfer Station (per item). Dropped off items include: electronics, appliances, tires, household hazardous waste.

Water & Resource Recovery Facility

HSW received: 67 loads 171,452 gallons
MORC received: 8 loads 69.33 tons
Water recovered: 133 million gallons
Biogas produced: 4,496,504 scf



Find details on the Muscatine Organic Recycling Center (MORC) at

<https://www.muscatineiowa.gov/morc>

Musser Public Library

Partial Activity List

In February Channel 5 had the following highlights:

- Produced 9 videos promoting 2021 Winter Reading. "Squatch Watch" videos were filmed at various locations including HON Headquarters and CBI Bank & Trust
- Unity Point Health - produced 45 minute informational video about Sports Gambling Addiction hosted by Erin Marshall, Prevention Specialist with Unity Point.
- Muscatine Journal - Journal Editor David Hottle submitted 2 news videos. Interview with Artist Chris Anderson and interview with John Dabeet of Muscatine Sister Cities
- Muscatine County Conservation - Featured in 3 episodes of "SparkPlugs"
- Began planning with Joe Rabelhofer and Jerry Johnson to produce a series of informational videos for SCORE

Held phone conference with all stakeholders and created plan to relocate video servers from MPW to Musser Public Library

Circulation January 2021		
PRINTED MATERIALS	February 2021	Total 07/01/20 - 01/31/21
Adult Books	3,052	26,160
Young Adult Books	282	1,711
Juvenile Books	3,657	30,071
Magazines	118	1,277
Other	24	268
RECORDED MATERIALS		
MP3 Books	0	2
Digi-Books / Playaway	7	121
Recorded Books	221	1,878
CDs	255	2,261
Adult Kits and JKits	6	44
A-V MEDIA		
Equipment	3	112
Microfilm	0	0
Video Games	57	680
DVDs	2,711	24,629
Blue-Ray	77	839

Selective Statistics

- **Channel 5** and **Facebook** broadcasts for January.
- 18 New broadcasts created for **Ch5** & **Facebook**
- 52 Different programs aired on **Channel 5**
- 606 total broadcasts on **Channel 5**
- 338 hours, 42 minutes of total airtime
- 7,708 people on **Facebook** were reached with Jan videos
- 3,234 unique viewers watched our Jan videos on **Facebook**

Circulation February 2021		
ONLINE	February 2021	Total 07/01/20 - 01/31/21
Internet Computer Use	411	3,825
WiFi Usage	Not Received Yet	38,,950
Database Usage	Not Received Yet	88,380
E Audio	429	3,402
E Books	799	7,287
E Magazines	223	7,291
E Music / Streaming	1,649	8,371

Circulation February 2021		
BUILDING USAGE		
Walk-In	6,429	51,342
Meeting Room Usage	168	618

Circulation February 2021		
CARD HOLDERS		
Adult Residents	26	15,026
Computer Use Only	1	336
Juvenile Residents	5	2,439
IL (Contract)	4	683
Open Access	1	1,000
New Borrower	10	300
Other	0	166
TOTAL	47	19,950

Noteworthy from the Muscatine Art Center

For a complete list of exhibitions, classes, programs, and projects at the Muscatine Art Center, request a copy of the quarterly newsletter or subscribe to the monthly e-newsletter by contacting art@muscatineiowa.gov.

Downtown Muscatine will be a little more colorful this spring. In connection with the exhibition of 4th and 5th grade student artwork, a series of banners will be displayed throughout the downtown. Each banner will feature a different creation by a local student. The banners will be on view starting in mid-April. The project is funded through a grant from the Community Foundation of Greater Muscatine.

Art Array 2021

On view at the Muscatine Art Center

March 18 - May 30

Artists

Kathy Edwards Hayslett Denise Murphy Nancy Streu Tracy L. Edens Kent Broadbent Peter T. Xiao Joy Falk Ted Johnson Nathaniel Kraft Barbara Santucci	Melissa Morse Alexis Huscko Jim Elias Kay Flanders Beverly Ash Elizabeth Hendress Mike Fladlien Carol Steinmetz Elaine Harrington
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Judges

Vanessa Sage Joshua Johnson

Reception - Thursday, March 18th, 5:00 to 6:30 p.m.

The reception will be held at the Muscatine Art Center, 1314 Mulberry Avenue, Muscatine, IA. All attendees are required to wear face coverings and observe social distancing. The organizers will continue to monitor the number of local Covid-19 cases and reserve the right to make the celebration virtual if needed, entrants will be notified via email if this is necessary. Announcement of the prize winners and cash awards will take place during the opening event.

Organized and sponsored by:

Muscatine County Arts Council
muscatineartscouncil.org
P.O. Box 815 • Muscatine IA 52761-0815

At the end of February, kids and adults taking part in studio classes were surprised by a few improvements. Additional storage cabinets, a new sink, some fresh paint, and some other tweaks freshened up the studio and helped the staff get a handle on all of the assorted supplies. A donation by an anonymous donor made the project possible.

EXHIBITIONS



Great Cover Ups:

Quilts of the Nineteenth and Twentieth Centuries

Quilts tell stories deeper than the wadding, deeper than the pile of covers layered on a cold winter night. Not so long ago, quilts were considered among the most elaborate and treasured possessions in the typical American home. Adored for their intrinsic beauty as well as the utility of their warmth, quilts were folded away in 'dowry chests', given as wedding presents, packed to travel with immigrants, and passed from one generation to another. From the most expensive fabrics to the most desperate attempts at gathering woolen patches, each quilt is celebrated as both a link to a specific family's history and as a representative object from a moment in time. The quilts in this exhibition are all part of the Muscatine Art Center's permanent collection.

On view February 6 – April 4, 2021 at the Muscatine Art Center

UPCOMING CLASSES and ACTIVITIES

mini masters

Introduce your children (ages 2 to 7) to the world of art with free art classes. Each class consists of a story and two art projects! Classes meet **Wednesdays from 9:30 - 10:15 a.m. and Thursdays from 3:30 - 4:15 p.m.** At this time a total of 10 people (parents and children) can attend class so pre-registration is required. Classes will be pre-recorded and can be viewed on the Muscatine Art Center Mini Masters Facebook page. Classes are FREE of charge! Call 563-263-8282 to register. The theme for March is "Super Superheroes", and the theme for April is "Celebrate Earth".

KIDS SATURDAY WORKSHOPS *(ages 7-14)*

One Saturday a month, join Miss Julie to celebrate the birthday of a famous artist. We will learn a little history of the artist and understand their style of art, then create a work of art in the style of that artist! These classes are free. Masks required. Please register the Friday before class.

April: Andy Goldsworthy is a British sculptor, photographer, and environmentalist who produces natural sculptures and land art that is specific to certain urban and rural areas. The sculptures are unique because only natural items are used to create them (like sticks and leaves) and in time they return to the earth. Join Miss Julie **on Saturday, April 17th from 1:30 to 2:30 p.m.** to learn more about Goldsworthy's sculptures and celebrate Earth Day by creating your own nature sculpture in the Japanese Garden.

Take Home Projects

Stop by the Muscatine Art Center during open hours and grab a Take & Make kit. Each bag contains a few projects that you can complete at home with just a few additional supplies. These bags are free to pick up! While supplies last.

April: Earth Day in a Bag - available April 9th - 24th

For Families - Nature in the Garden

In partnership with the Muscatine County Conservation Board, join us in the Japanese Garden at the Muscatine Art Center to learn about some animals with conservationist Michelle Berns! Kids will get to see live animals and learn about them. Then, make a craft inspired by that animal to take home! The program is free of charge, but pre-registration is required. In case of inclement weather, activities will be held in the Muscatine Art Center's studio.

April 24th, 10:30 - 11:30 a.m. – Turtles

For Adults

Virtual Collection Tour - April 29th, 6:30 p.m.

Hosted by the Figge Art Museum via Zoom. Details will posted at www.muscatineartcenter.org. In partnership with the Figge Art Museum, join us for a virtual behind-the-scenes exploration of artworks in Muscatine Art Center's permanent collection. Each featured work of art was created by an important American artist – many were part of the National Gallery of Design. This program is offered in conjunction with the Figge's exhibition, *For America: 200 Years of Paintings from the National Academy of Design*.

First Thursday - April 1, 5:15- 6:45 p.m.

Join our Program Coordinator Katy on the first Thursday to create fun projects to decorate your home or to give as a gift. Painted signs, keychains, fabric bowls, stepping stones, and more – there's always something new to try! Fee is \$15 or \$13.50 for Friends members, and all supplies are included. In April, participants will create "Zentangle Flowers".

Red Barn Studio with Vada Baker

Local artist Vada Baker gives step-by-step instructions on how to complete your project. Create a project just like Vada or add your own personal flair. Learn new techniques and have all your questions answered in this fun studio class you won't want to miss! Fees are \$15 or \$13.50 for Friends members, and all supplies are included. Reservations and class fees required the day before class. Classes held Thursdays from 5:15 - 6:45 p.m.

April 15th, 5:15 - 6:45 p.m. - Playful Lamb Watercolor

April 22nd, 5:15 - 6:45 p.m. - Hippity Hop Bunny Watercolor