

City Administrator's

Monthly Activity Report

Carol Webb, City Administrator

July 2021

(Issued August 19, 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@muscataineiowa.gov.

JULY HIGHLIGHTS

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

- **City Administration** - Presented 31 regular agenda items for consideration by City Council during July. Provided presentations to City Council on the development of property maintenance codes, the MPW Electric Vehicle Charging Program, and an update on the American Rescue Plan Act funding.
- **Department of Public Works** - Staff has been taking advantage of the weather and filled 2,448 potholes during June, up from 1,057 in May and 1,000 in April, using 57 pounds of hot mix asphalt per hole. Three street projects were completed in June (concrete full depth, asphalt street overlay, and asphalt alley overlay). The Park Avenue Project is 73% complete and the 2nd Street Project is 68% complete. Both are scheduled to be completed by October 1.
- **Finance Department** – Continued submitting information to the State for FEMA grant reporting and responding to requests for additional information. Processed union and non-union pay increases effective 07/01/2021.
- **Parks and Recreation Department** – The 25th Annual College Search Kickoff July 22-25 was a success with many positive comments from those who attended. The Park Maintenance Division worked hard on preparing for and cleaning up after the 4th of July activities that took place on the Muscatine Riverfront. The fourth week of July brought several activities to town including the Almost Friday Fest, Hover Rally and CSK all taking place, and all were completed with great success!

- **Community Development Department** - Issued 73 permits with a project valuation of \$1.2 million, conducted 124 construction inspections, and 27 plan/permit reviews. The Heart and Soul project received a \$10,000 grant from the National Community Heart & Soul organization. Site plan reviews and permitting were completed for four significant projects including three housing projects and rehabilitation of the old Musser Library..
- **Housing Agency** – The Housing Counseling Program was recertified by HUD because the new Counselor passed the certification exam. Eight families were enrolled in the Family Self-Sufficiency Program.
- **Fire Department** - Had swearing in of Firefighter Daniel Nuci and Colton Pauls during council meeting on July 1, 2021. Firefighter Michael Fleming, Joseph Colon, and Spencer Ludman hired on July 12, 2021. Conducted recruit academy for new hires. Four week academy started on July 12, 2021.
- **Police Department** – Officers Angela Shoultz and Whitni Pena attended the Muscatine, Cedar, and Louisa County Fairs in July and had our What You Don't See Trailer available for parents to walk through. Several Officers were involved with the library staff filming Books and Badges. The Officers talked about various topics about law enforcement and their job responsibilities. They also read books during broadcasts that were aired on Public Access. Officer Nicole Blum took the time out of patrol to a residence of a 6 year old girl whose dad had called and asked if a female officer would be willing to talk to his daughter.

Highlights from the Muscatine City Council

RECENT ITEMS CONSIDERED BY CITY COUNCIL

July 8 In-Depth Session:

- Presentation on MPW Electric Vehicle Charging Program
- Proposed Amendments to Property Maintenance Code
- American Rescue Plan Act Funding Update – Nancy Lueck

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>

July 15 Regular Session

- Third and Final Reading of Ordinance Updating the Regulations of Nuisance Vehicles, Chapter 3 – Nuisance of Title 9 – Health and Sanitary Regulations, Of City Code (City Council approved on final reading)
- First Reading of Ordinance Prohibiting Parking of Semi-Trailers on Residential Parcels

August 5 Regular Session

- Public Hearing on A Request to Vacate Certain Utility Easements at Lot 1 Of Arbor Commons Subdivision-1613 Duncan Drive
- Public Hearing to Consider the Vacation and Sale of Right-Of-Way Adjoining 1820 Angle Street
- Second Reading of an Ordinance Prohibiting Parking of Semi-Trailers on Residential Parcels
- First Reading of an Ordinance Adding Section 15, Chronic Nuisance Property, to Title 9, Health and Safety Regulations, Chapter 3 Nuisance

UPCOMING ISSUES BEFORE CITY COUNCIL

Upcoming Public Hearings:

August 19, 2021:

- A Public hearing concerning the plans and specifications of the 2021/2022 Asphalt Overlay Project.

Proposed Ordinance Changes:

- August 19, 2021
 - Third and Final Reading of an Ordinance Prohibiting Parking of Semi-Trailers on Residential Parcels
 - Second Reading of an Ordinance Adding Section 15, Chronic Nuisance Property, to Title 9, Health and Safety Regulations, Chapter 3 Nuisance (Andrew Fangman, Assistant Community Development Director)
 - Second Reading of Ordinance Vacating an Undeveloped Right of Way Adjoining 1820 Angle Street

From the City Administrator



The summer is flying by in Muscatine. Our summer operations are winding down a bit and we are gearing up for fall activities such as soccer season, leaf pick-up, and – can you believe it – snow operations! As you review this month's report, you will see that summer events such as the 4th of July celebration and Almost Friday Fest keep our staff busy during the summer months. City staff work with organizers to ensure events such as these are safe and enjoyable for the entire community. While it is some work on our part, we are excited to play a part in events that add to the vitality of our community. Some of the events you have to look forward to in the coming days and weeks months include:

- The Ice Cream Social at the Art Center (August 22 @ 1:00 pm – 4:00 pm)
- Almost Friday Fest (Riverfront August 26 @ 5:00 pm – 9:00 pm)
- Shops with Hops (Downtown Muscatine August 28 @ 7:00 pm – 9:00 pm)
- Muscapalooza (Riverside Park September 3 & 4)
- Food Truck Fight (Riverside Park September 18, 12:00 pm – 8:00 pm)

Other events including live music are listed on the Greater Muscatine Chamber of Commerce and Industry's website at <https://muscatine.com/events/list/>.

It has been a tough year for most in our community and while we are glad that we can gather again in public spaces, we recommend doing so following all current Center for Disease Control guidelines.

If you have ideas or questions regarding any issue, please reach out to the City at feedback@muscatineiowa.gov. If you have a specific concern, you may visit the City's website and click on "Let Us Know" - <https://www.muscatineiowa.gov/requesttracker.aspx>.



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.

July Highlights

- Presented 31 regular agenda items for consideration by City Council
- Provided presentations to City Council on the development of property maintenance codes, the MPW Electric Vehicle Charging Program, and an update on the American Rescue Plan Act Funding
- Responded to numerous citizen and City Council requests and concerns.

Department of Administration | Division of Human Resources

July Highlights

The department processed 75 action forms and received 55 employment applications.

The HR department facilitated the testing process for police officer applicants. This includes both the physical agility test and the written test. Thirteen candidates participated in the process.

The HR department conducted new hire orientation/payroll sign up for four new firefighters, and two other new employees.

The citywide July safety training addressed emergency egress. Departments reviewed their emergency evacuation processes and identified areas of exit from each facility.

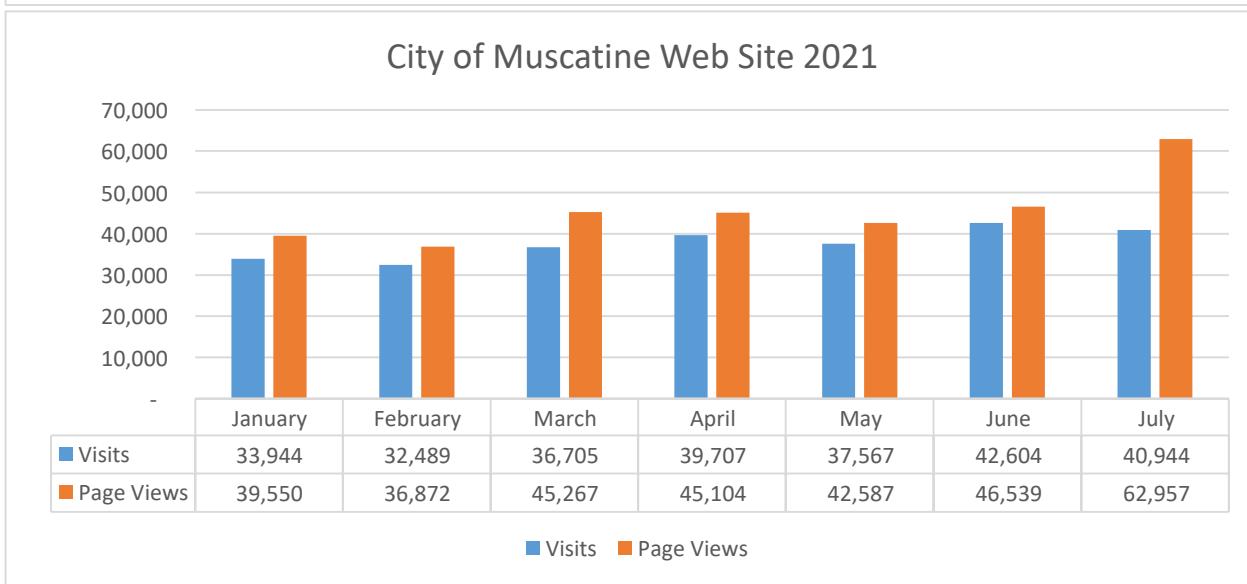
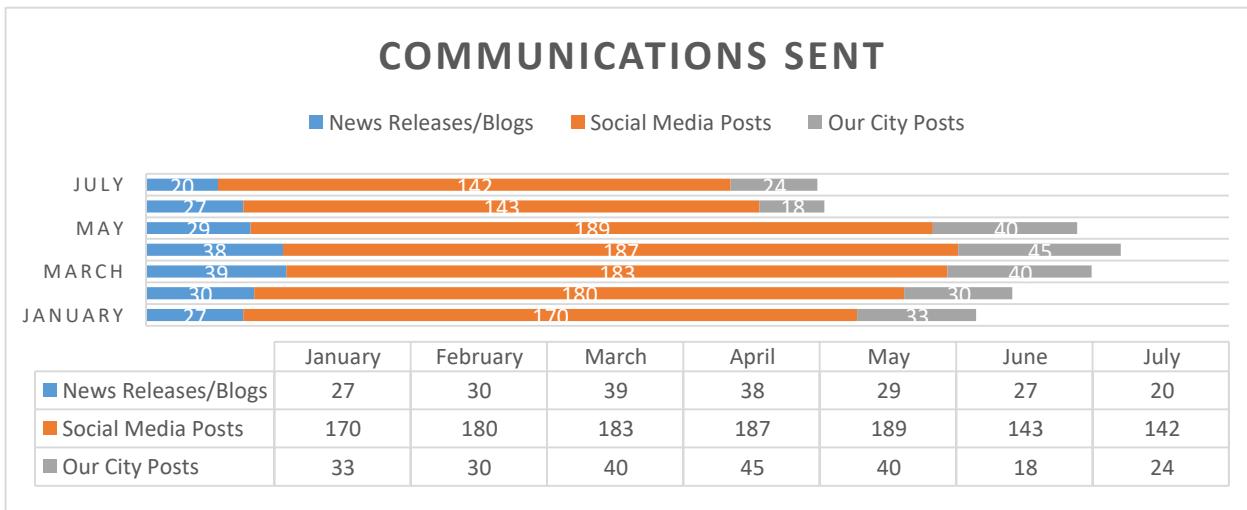


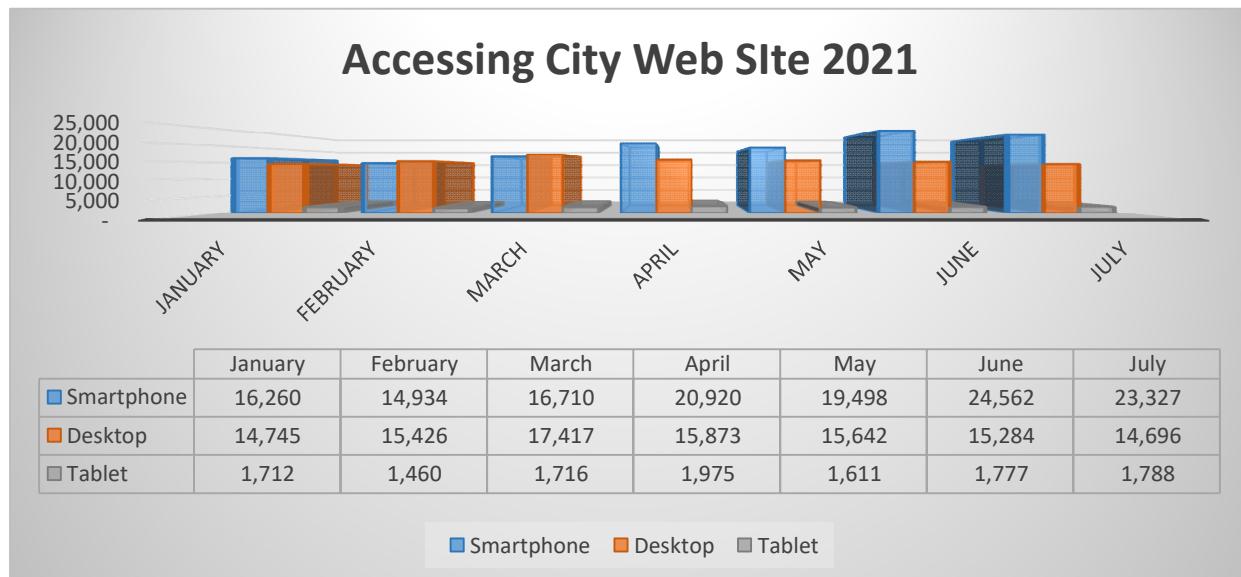
Department of Administration | Communications Division

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.

July Highlights

- A total of 20 news releases were produced and distributed to media and *Notify Me* subscribers.
- Hosted 26 GoToMeetings for various departments.
- Created 142 social media posts (64 Facebook, 32 Instagram, 40 Twitter, 3 LinkedIn, and 3 YouTube).





City of Muscatine Website June 2021			
Top Visited Pages		July	2021
Facilities		3,966	14,657
Jobs		1,677	11,430
Transfer Station		1,107	5,309
Municipal Golf Course		953	4,129
Parking Payments		756	4,957
Book a tee time		748	2,960
Police Department		664	3,569
Bids		627	4,394
Parks & Recreation		615	4,561
Curbside-Bulk Collection		603	2,716
Fireworks Safety		551	

Department of Administration | Finance & Records Division

Monthly Activity Summary Report Calendar Year 2021

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

Summary of Activities	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021
Accounts Payable Checks and ACH Payments	823	479	501	541	597	557	580
Payroll Checks and Direct Deposits	634	648	653	1,061*	813	855	585
Accounts Receivable Invoices Sent	237	150	233	212	213	251	202
Finance Cash Register Transactions	373	557	622	550	488	649	469
Housing Receipt Transactions	162	171	160	164	187	191	187
Purchase Orders Processed	228	233	236	242	236	252	303

*Payroll checks for April include 3 payrolls and Parks seasonal new hires

Department Highlights for the Month of July:

Budget Work

- Calls with Grandbridge representatives and housing staff to review the draft Hershey Manor re-financing reports for the HUD loan application. (Finance Director and Accounting Supervisor)
- Compiled the Finance portion of the documentation for the Section 8 Voucher Management System Remote Review. (Finance Director and Accounting Supervisor)
- Call with the actuary to finalize the GASB 75 OPEB (Other Post-Employment Benefit) report for the audit. (Finance Director and Accounting Supervisor)
- Continued submitting information to the State for FEMA grant reporting and responding to requests for additional information. (Finance Director and Accounting Supervisor)
- Prepared and submitted all quarterly reporting requirements (Sales Tax, 941 Federal Withholding, IPERS, MFPRSI, State Withholding). (Payroll Account Clerk and Accountant)
- Started preparing FY21 Audit working papers. (Finance staff)
- Processed Union and Non-Union pay increases effective 7/1/21. (Finance staff)
- Accounting Supervisor attended the virtual Government Finance Officers Association (GFOA) annual conference with webinars daily from July 12 - 23.

Parking Division

- Interviewed for the vacant Parking Meter Attendant position; new Attendant began 7-28-21

Department of Parks & Recreation | Park Administration

The main office is open to the public with regular office hours Monday-Friday 8 am to 12 pm and 1 pm to 5 pm. There continue to be 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. Summer activities are now underway with registrations being made daily. Please enjoy the many services provided through the Parks and Recreation Department. Please contact us to let us know about your experiences as we love to hear from you.

Subject	Result
Pearl City Station Reservations	90 Reservations Booked for 2021
Riverview Center Reservations	85 Reservations Booked for 2021
Shelter Reservations	261 Reservations Booked for 2021
Dog Park Passes	203 Dog Park Passes for 2021

Department of Parks & Recreation | Park Maintenance

The Park Maintenance Division worked hard on preparing for and cleaning up after the 4th of July activities that took place on the Muscatine Riverfront. The fourth week of July brought several activities to town including the Almost Friday Fest, Hover Rally and CSK all taking place, and all were completed with great success! Staff worked hard on keeping the hundreds of trees that were planted watered throughout the heat of the summer, and mulching tree rings throughout our parks. Several repairs were completed to our playground equipment. Staff has also been working on spraying weeds on our river wall and the levee from the Riverfront to Musser Park. A new mower was purchased for the Park Maintenance Division, which will help to keep up with mowing all of our park sites. Staff continues to work with Public Works and Muscatine Power and Water on the Downtown Streetscape project, and moving hanging baskets and banners as the project continues.

Subject	Result
Seasonal Employee Recruitment	14 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 Cemetery Steps are also open for public use. Staff continues to work on leveling grave spaces and foundation repairs. A new mower was purchased for the Cemetery Operations, which will help keep the grass mowed and the Cemetery looking great!

Subject	Result
Burials	6 Burials
Burial Spaces	5 Burial Spaces Acquired

Department of Parks & Recreation | Boat Harbor/Marina

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 opened for the season in April, and no floods are predicted in the near future. The Marina Operations is continuing to provide fuel, oil and pump out services to boaters. Hours for the Marina Operations are Friday from 5-7pm and Saturday and Sunday's from 10:00am – 2:00pm. Requests for fueling and pump out services outside of these hours may be made by contacting the parks and recreation office at 563-263-0241.

Subject	Result
Long Dock Slips (48 Available)	25 Long Dock Slips Rented
Houseboat Dock Slips (8 Available)	3 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. Current programs taking place include Sport Shorts, Youth Volleyball Clinic, Tennis Lessons, Adult Volleyball League and the Walking Club.

Subject	Result
Youth Program Participation	366 Participation Occurrences in June
Adult Program Participation	914 Participation Occurrences in June

Department of Parks & Recreation | Aquatics

The Aquatic Center opened on June 1 for the season. The Musser Public Library is partnering with us for Infant Toddler Swim and Story Time on alternating Tuesday mornings. Infant Toddler Swim has been a very popular program this year with requests for additional sessions in 2022.

Subject	Result
Lifeguards	31 Lifeguards Hired
Pool Party Reservations	77 Pool Parties Booked
Swim Lesson Enrollments	292 Swim Lesson Students Enrolled

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.

Subject	Result
Participation	6 Participation Occurrences in June

Department of Parks & Recreation | Kent Stein

We continued to have tournaments in the park. Muscatine High School- Varsity and Junior Varsity have concluded their season while practicing twice a day during the week in between games. The park is seeing heavy usage from Muskie Baseball Academy, Cardinals Baseball Club, Ionic Katz Baseball Club, Muscatine Monsters Softball Club, Muskie Prospects Softball Club, Adult Softball League, Muscatine Parks and Recreation Tee-ball, Muscatine Parks and Recreation Blast-ball, Muscatine Youth Baseball league and Muscatine Girls Softball Association with practices and games. Staff continues to level infields and add Ag Lime as needed. We received a donation of yellow fence cap last month and we started to install it on fields. Staff has installed new fence cap on diamonds 5 and partially on diamond 6.

Subject	Result
Tournaments	11 Tournaments Scheduled for 2021

Department of Parks & Recreation | Soccer Complex

Muscatine Soccer Club- adult soccer and Pearl City Soccer Club- adult soccer are going strong on the weekends. Staff continues to raise sprinkler heads to make all the playing surfaces level and hazard free. Staff has started the process of repairing low areas off the playing fields and sodding them in. Staff continues to repair sprinkler heads throughout the park as needed.

Subject	Result
Tournaments	5 Tournaments Scheduled for 2021

Department of Parks & Recreation | Soccer Events

The 25th Annual College Search Kickoff took place on July 22-25. The event was a success and we heard many positive comments from people who attended the showcase!

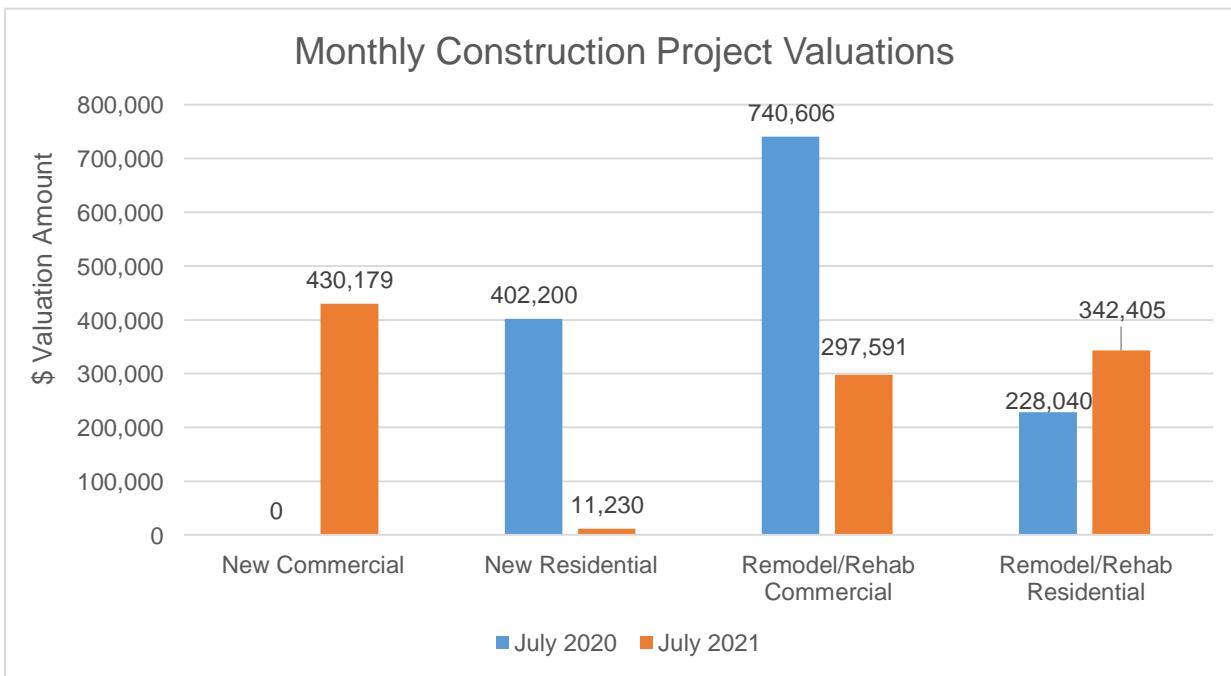
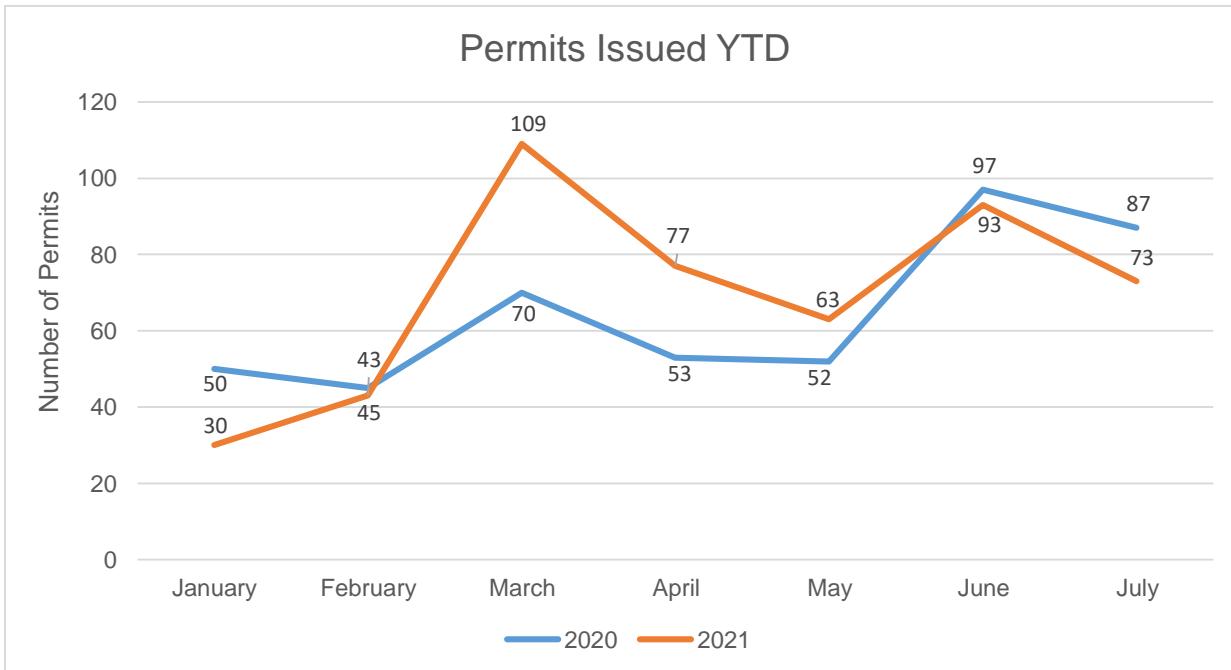
Subject	Result
College Coaches	158 College Coaches Registered
Soccer Teams	60 Teams Registered

Department of Parks & Recreation | Golf

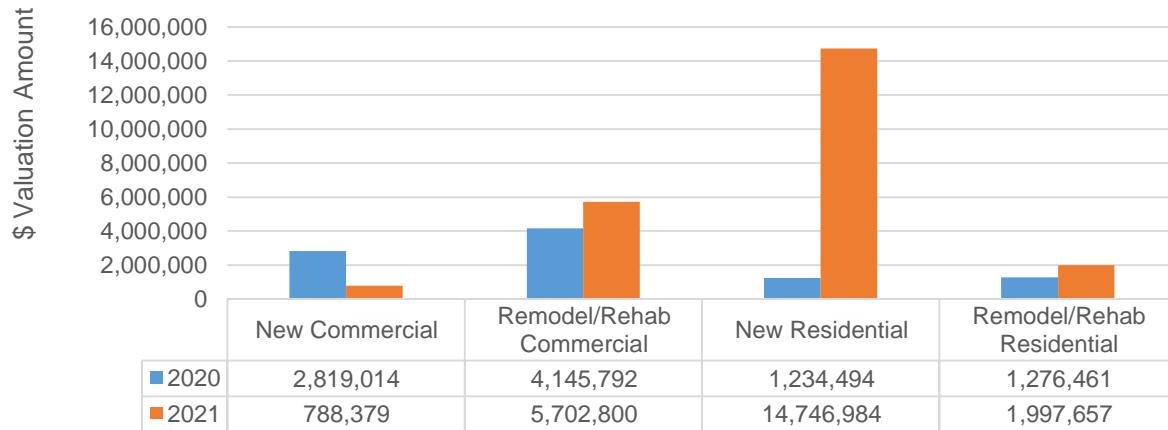
The Muscatine Municipal Golf Course has received very good participation to date. The Golf Course continues to recruit seasonal staff. Anyone interested in a seasonal job with parks and recreation should contact the parks and recreation office at 563-263-0241.

Subject	Result
Outings	26 Outings Scheduled for 2021
Leagues	7 Leagues Scheduled for 2021
Season Passes	249 Season Passes Sold
Rounds	4,316 Rounds Played

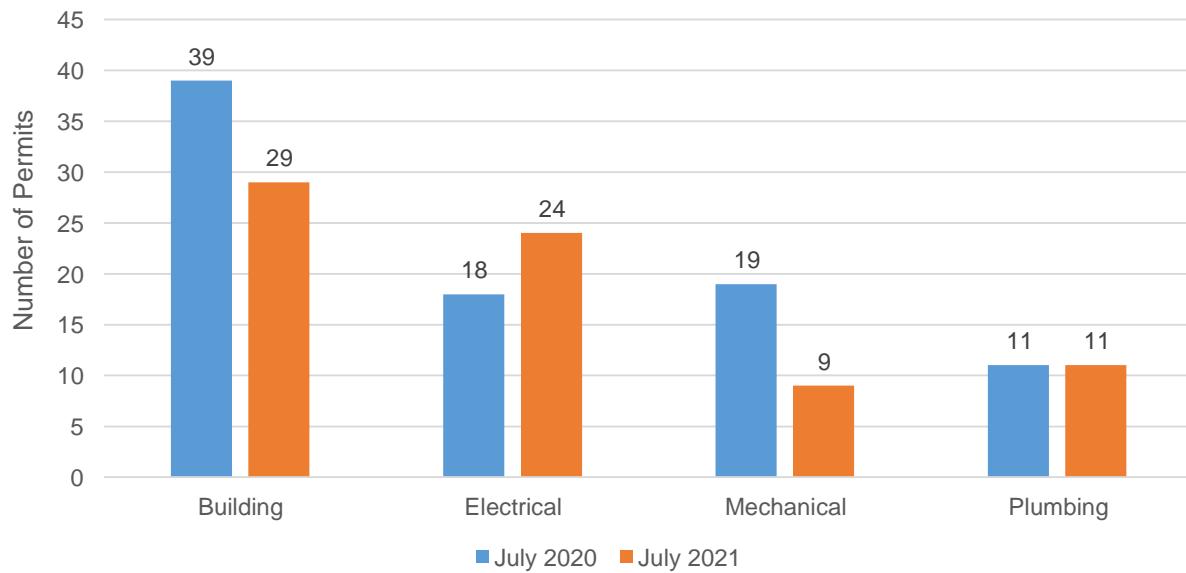
Department of Community Development



YTD Construction Project Valuations

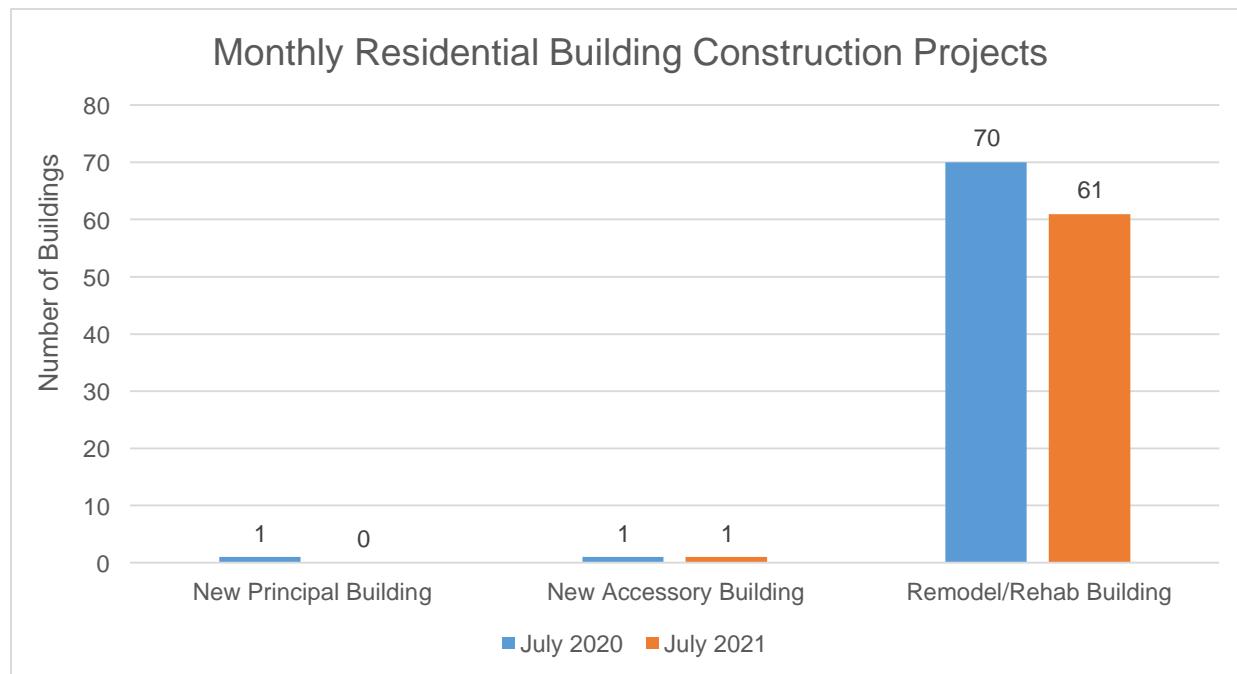
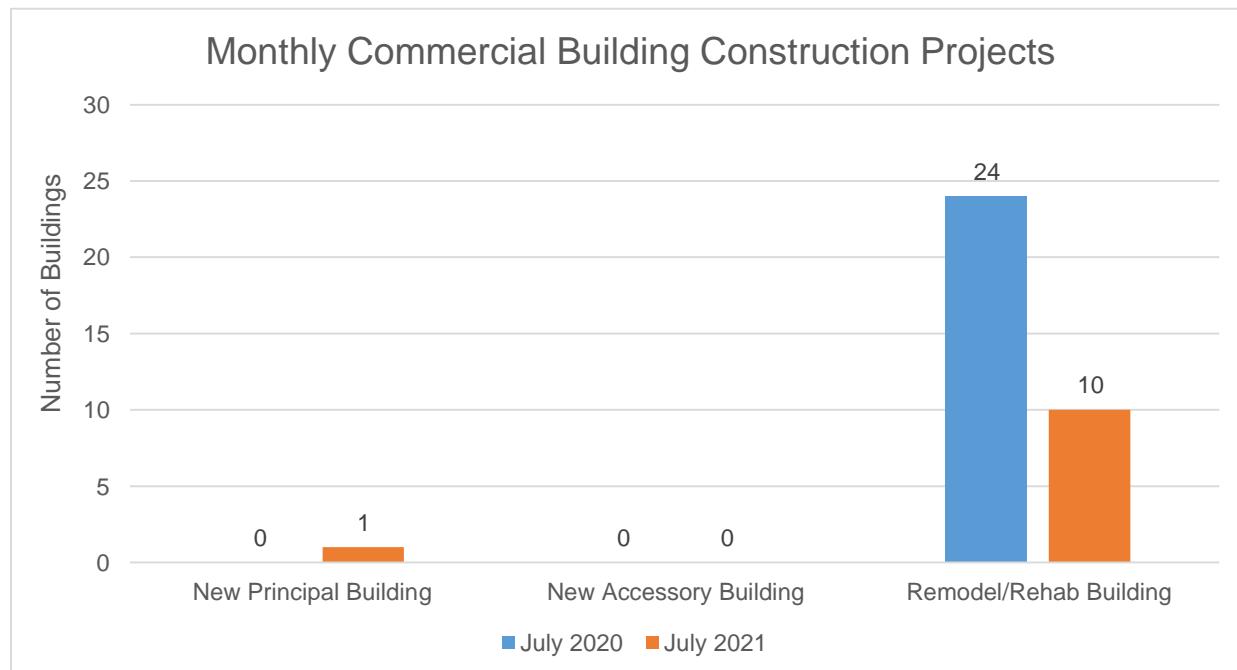


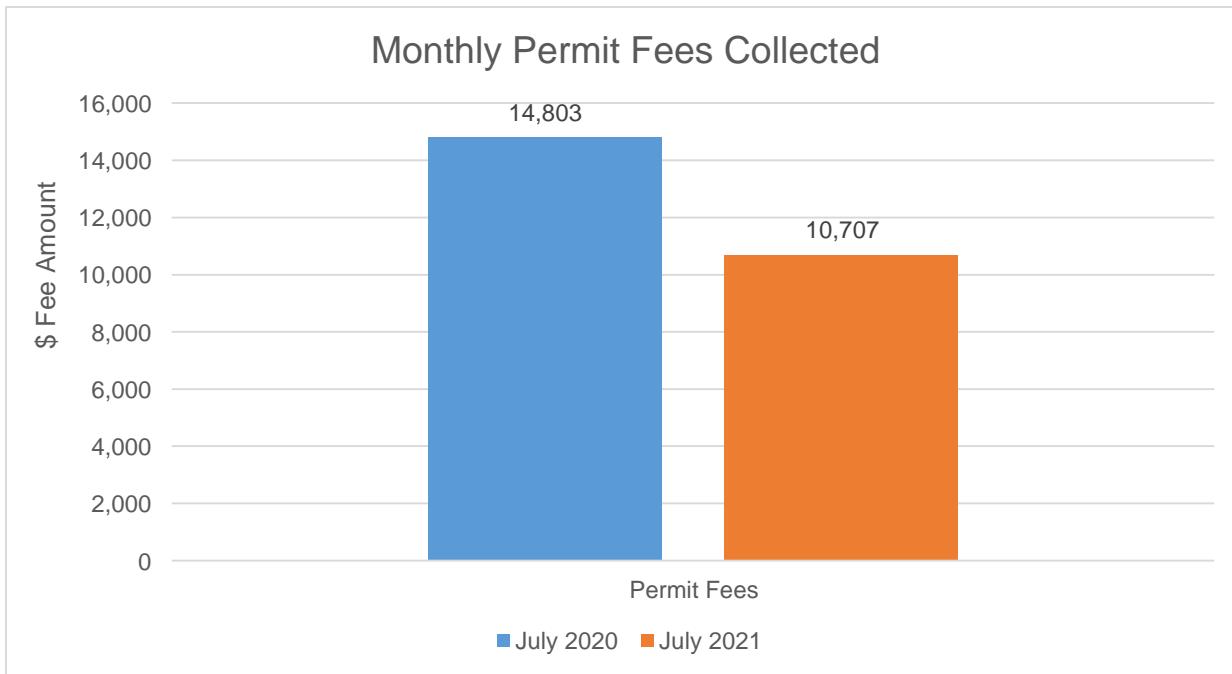
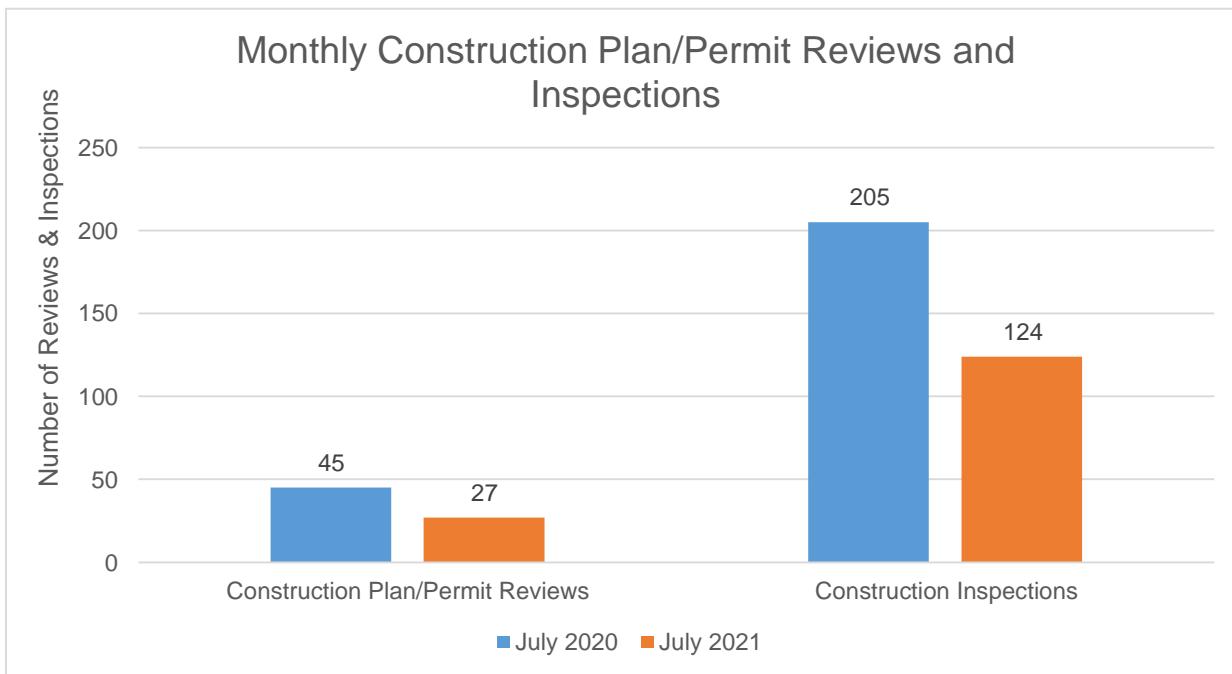
Permits Issued Monthly

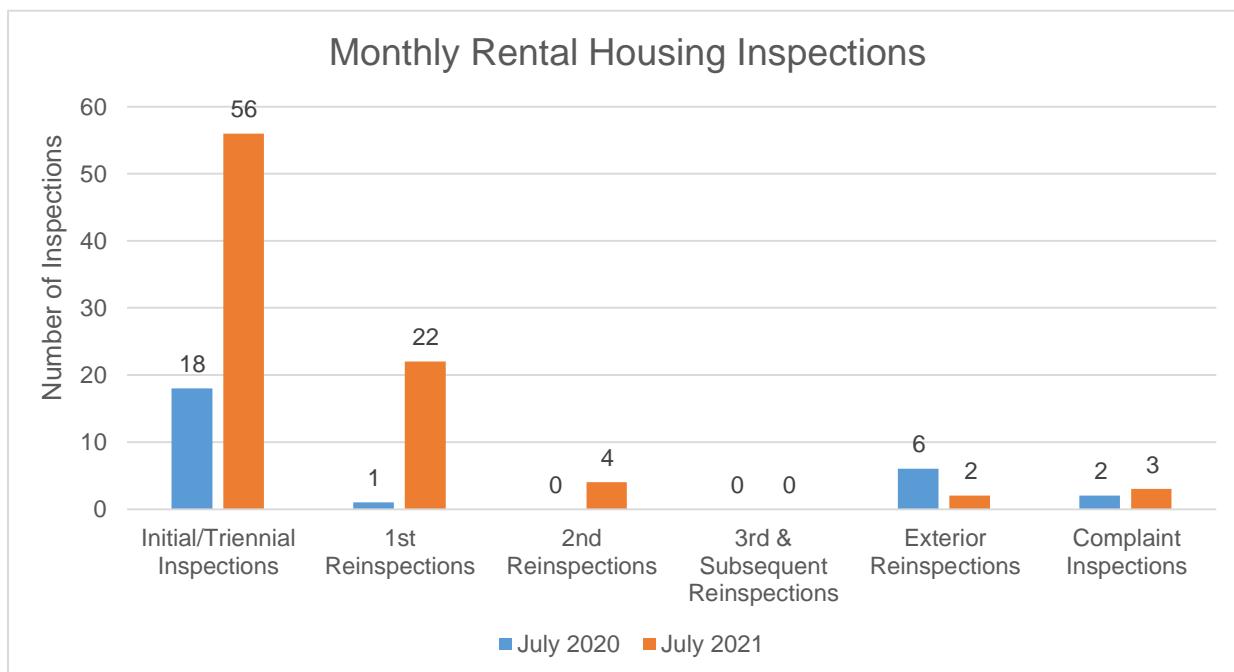


Principal Building defined as the construction of new building on a previously vacant lot/parcel.
 Accessory Building defined as buildings constructed in addition to the principal building such as garages, storage buildings, shelters, etc.

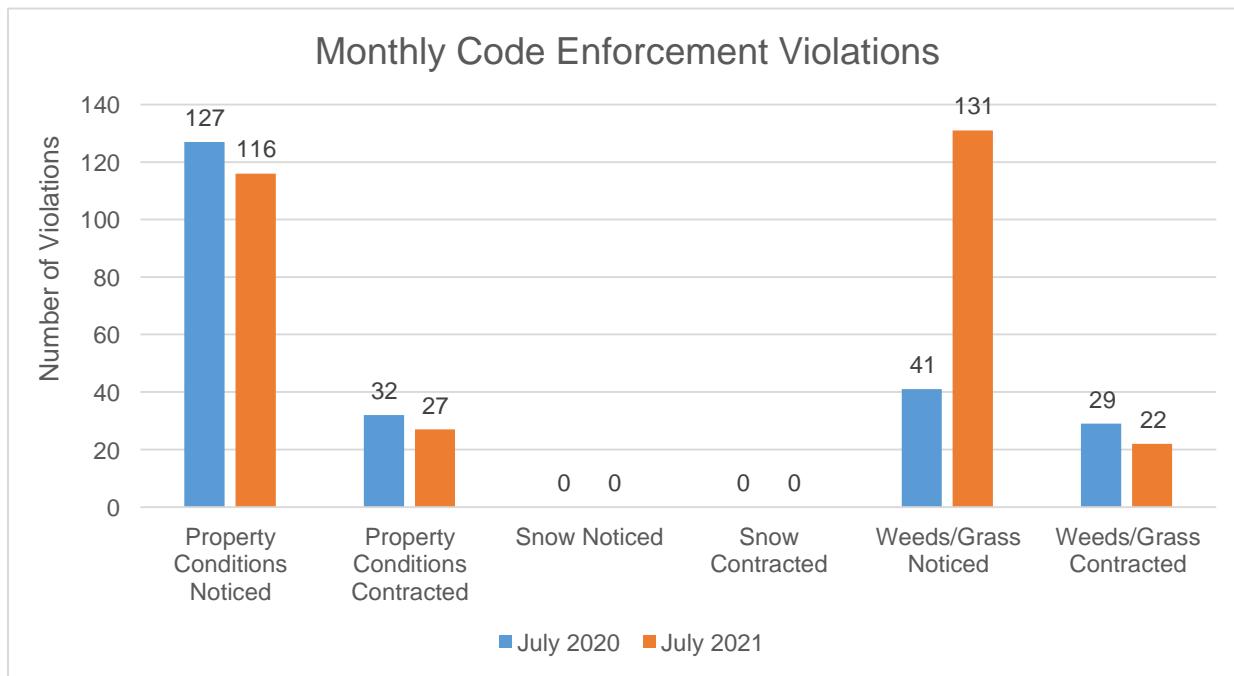
Remodel/Rehab defined as buildings undergoing any alterations whether it be for a remodel or repair.







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:

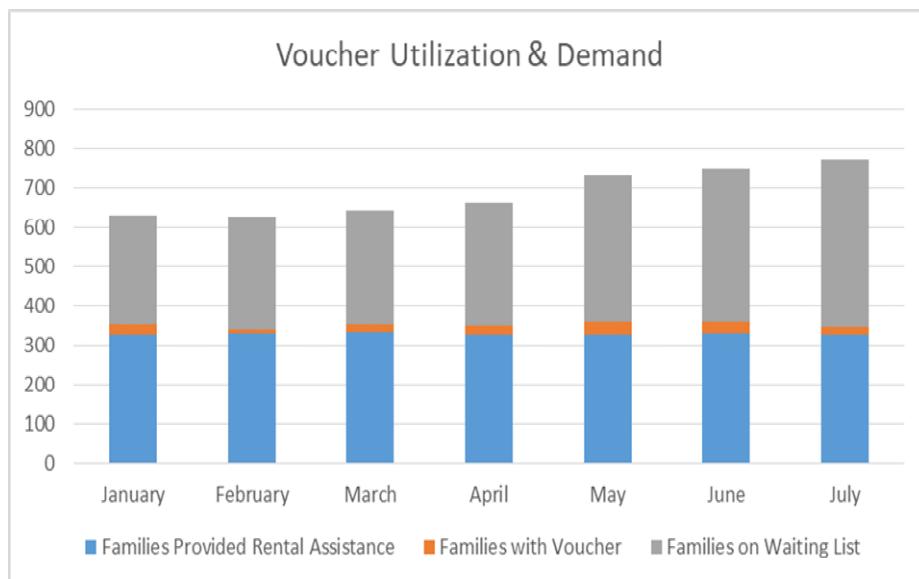
- ❖ National Community Heart & Soul awarded the City the \$10,000 seed grant, and initial kick off meetings have been held.
- ❖ Three responses were received to continue with the demolition of 4 additional nuisance properties.
- ❖ Staff participated in a follow up meeting with IEDA regarding the Mulberry neighborhood revitalization initiative and at their request revisions to the target area and proposed activities are being developed. Following that meeting a tour of the neighborhood was conducted with community partners.
- ❖ Site Plan Reviews and permitting were completed for 4 significant projects, including 3 housing projects and rehabilitation of the old Musser Library by the Stanley Center for Peace and Security.
- ❖ Housing inspections have resumed for all rental properties, focusing first on properties that were in the midst of the inspection process when the pandemic started.

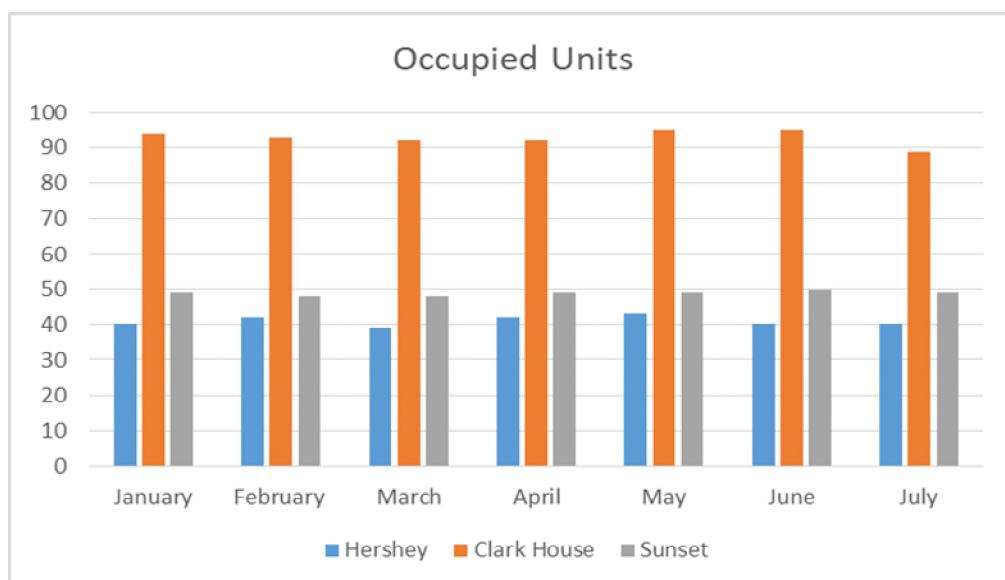
Housing Agency

- ❖ The Housing Counseling Program was recertified by HUD because the new Counselor passed the certification exam.
- ❖ One Financial Literacy Class was held.
- ❖ Eight families were enrolled in the Family Self-Sufficiency Program.
- ❖ The last clean up briefing was completed for households receiving a local preference that applied before the Agency transitioned to online applications, and 4 families began receiving assistance.
- ❖ The permanent chiller was placed at Hershey Manor.
- ❖ Across all 3 properties maintenance staff received 121 work order requests, more than 99% were completed within 24 hours.

In July the Voucher program:

- ❖ Paid \$143,950 to private landlords on behalf of assisted clients.
- ❖ Earned \$18,458 in administrative fees.
- ❖ Had a 9.2% increase in the number of households on the waiting list.





Occupancy remained low in July, however the number of applicants has continued to increase significantly. At the end of the month staff was processing 8 applications for tenancy.



Department of Public Safety

Fire Department Monthly Report

By: Chief Jerry Ewers

July Highlights

- Conducted recruit academy for new hires. Four week academy started on July 12, 2021.
- Reviewing fire engine bid to verify it meets specifications.
- Conducted interviews for Ambulance Billing Manager.
- Training for on boarding new part time ambulance attendants.
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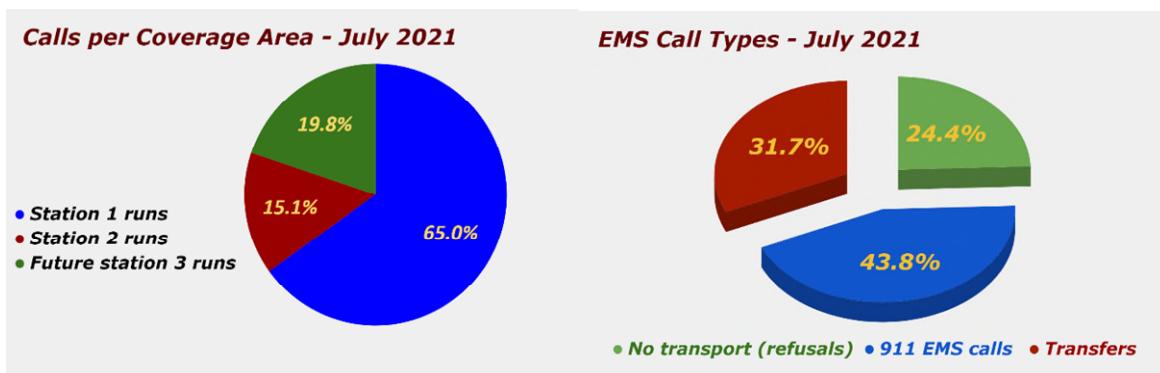
Staff Updates

- Had swearing in of Firefighter Daniel Nuci and Colton Pauls during council meeting on July 1, 2021.
- Firefighter Michael Fleming, Joseph Colon, and Spencer Ludman hired on July 12, 2021.
- Robbie Rock will be promoted to Ambulance Billing Manager effective October 4, 2021.

Demand for Services / Response Activity

	Avg. Per Day	Monthly Totals	YTD Totals
Fire Responses	1.63	49	279
911 EMS Responses	10.57	317	2,068
Out of Town Transfers	3.83	115	844
Total Responses	16.43	493	3,191
	Avg. Per Day	Monthly Totals	YTD Totals
Gold Alert Contacts	0	0	154
Urban Response Time Goal - 90% within 9 min or less		89.9%	89.7%
Rural Response Time Goal - 90% within 15 min or less		93.9%	94.1%

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



Staff Training

Type	Monthly Totals	YTD Totals
Recruit / Probationary	531.1	1,019.85
Fire Suppression	145.4	1,495.9
EMS / Medical Related	97.55	796.4
Technical / Rescue	96.2	1,102.2
Driver / Operator	33.3	216.65
Professional Development / Leadership	9.35	80.65
Paramedic Program	0	1,454.5
Totals	912.9	6,166.15

Vehicle & Equipment Maintenance

	Monthly Totals	YTD Totals
Fire Vehicle Miles Driven	2,626	18,580
Ambulance Miles Driven	13,061	90,344
Total Miles Driven	15,687	108,924
Work Orders Completed (PPE, Vehicles, Equip)	60	401
Gallons of Diesel Fuel Dispensed	313.9	2,433.9
Gallons of Gasoline Dispensed	1,832.9	12,404.3
Total Gallons of Fuel Dispensed	2,146.8	14,838.2

Prevention, Education and Outreach

	Month	YTD		Month	YTD
Fire Inspections	9	171	Plan Reviews / Site Visits	23	207
Re-Inspections	6	209	Fire Investigations	13	51
Permits Issued (All types)	36	949			



Department of Public Safety

Police Department Monthly Report

July Highlights

- Officers Angela Shoultz and Whitni Pena attended the Muscatine, Cedar, and Louisa County Fairs in July and had our "What You Don't See" trailer available for parents to walk through. This trailer is a learning tool for parents to see what a teenager's room may look like with drugs, drug paraphernalia and weapons hidden throughout the room. This gives them a better understanding of where kids may hide these items within their bedrooms.
- Several Officers were involved with the library staff filming Books and Badges. The Officers talked about various topics about law enforcement and their job responsibilities. They also read books during broadcasts that were aired on Public Access.
- Several Officers read books to the kids in the YMCA summer program.
- Detectives Adam Raisbeck and Jeff Devrieze helped Lt. Greg Bock from Salvation Army move a large refrigerator into the Salvation Army building.
- Sgt. Les Wegter arrested Sabrina Allen for an outstanding warrant (Scott Co.: extraditable; warrant resulted from misdemeanor criminal charges) as the result of a traffic stop wherein Allen was the identified operator. Allen expressed to Sgt. Wegter that she was the sole care provider for her children and had sufficient funds to post the necessary bond. Based on Allen's concerns, Sgt. Wegter made arrangements for Allen to secure the needed bond money through an ATM machine as well as assisted in expediting Allen's release from the Muscatine Co. Jail after arrest processing/booking. Through Sgt. Wegter's compassionate actions, Allen was able to return to her family in a timely manner.



➤ Officer Nicole Blum took the time out of patrol to a residence of a six year old girl. The six year old's dad had called and asked if a female officer would be willing to talk to his daughter. She just wanted to become a Police Officer. Officer Blum went and talked to the girl, showed her the squad and took pictures with her and posted them on Facebook. The girl was very excited to talk to Officer Blum and hopefully will want to be an officer in the future.

- Corporal Matt Horton and Officer Blum presented information to the Muscatine Community School District Spark Program explaining our Evidence Technician Team procedures and crime scene procedures.
- The PD had an extra patrol at a property on Cleveland Street that was a former credit union. Officer Mark Schollmeyer called out there during a rainy stretch and found a couple with all of their property and they were soaking wet. Lt. Ryan Buss responded as back up. Lt. Buss bought them a bag of food and drinks from Kum & Go North. They were dropped off at Jesus Mission and given food and drinks.
- The Department and family members participated in the Special Olympics Softball game.
- Officer Matt Wilkinson helped a stranded motorist, out of gas, at Highway 61 and Mulberry. Officer Wilkinson bought a gas can, filled it up and helped the motorist get back on their way.
- PD attended Diversity Equity Inclusion (DEI) monthly meeting

Staff Updates

- Police Officers Demitri Wheeler and Dakota Mullen are assigned to the Shadow portion of the Field Training Officer (FTO) program. This is the last phase of training before Solo Patrol.

CITY ADMINISTRATOR'S REPORT OF JULY 2021 ACTIVITY

MUSCATINE POLICE DEPARTMENT CALLS FOR SERVICE

CALL TYPE	YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TO DATE
HOMICIDE	2021	0	0	0	0	0	0	0						0
	2020	0	0	0	0	0	0	0						0
SEXUAL ASSAULT	2021	3	4	5	14	8	6	11						83
	2020	6	2	4	2	2	6	10						32
ROBBERY	2021	0	0	0	0	0	0	0						0
	2020	0	0	0	0	0	0	0						0
BURGLARY	2021	14	16	14	21	28	27	26						146
	2020	10	8	17	45	49	31	38						198
THEFT	2021	23	15	30	27	23	37	33						188
	2020	17	16	21	28	30	33	30						175
AUTO THEFT	2021	6	5	3	6	5	7	10						42
	2020	6	5	6	4	5	3	3						32
SHOPLIFTING	2021	8	8	12	11	8	8	6						61
	2020	14	9	11	4	9	5	4						56
													Class Total	520

ARSON	2021	0	0	0	0	0	0	0						0
	2020	0	0	0	0	0	0	0						0
ASSAULT	2021	7	4	18	10	8	18	14						79
	2020	15	12	6	11	14	11	18						87
FRAUD	2021	12	14	18	22	15	19	16						116
	2020	28	9	23	18	15	12	18						123
CRIMINAL MISCHIEF	2021	11	11	11	15	26	35	21						130
	2020	14	12	19	13	18	25	20						121
WEAPONS	2021	7	1	3	5	5	1	5						27
	2020	1	1	3	0	11	9	6						31
NARCOTICS/DRUGS	2021	7	15	4	13	9	13	14						75
	2020	14	9	13	13	13	16	17						95
OFFENSES AGAINST CHILDREN	2021	4	5	8	10	7	10	8						52
	2020	4	4	5	2	4	13	6						38
DISTURBANCES	2021	89	91	112	103	114	189	185						883
	2020	63	80	128	126	134	278	206						1015
JUVENILE OFFENSES	2021	21	15	43	31	28	32	56						226
	2020	27	24	38	30	27	25	26						197
													Class II Totals	1588

ANIMAL COMPLAINTS	2021	56	62	82	80	72	84	77						513
	2020	52	58	73	77	84	100	105						549
FATALITY ACCIDENT	2021	0	0	0	0	2	0	0						2
	2020	0	0	0	0	0	0	0						0
OTHER ACCIDENTS	2021	67	76	49	36	58	60	58						404
	2020	55	40	62	34	58	81	69						399
													Class IV Totals	919

CITY ADMINISTRATOR'S REPORT OF JULY 2021 ACTIVITY

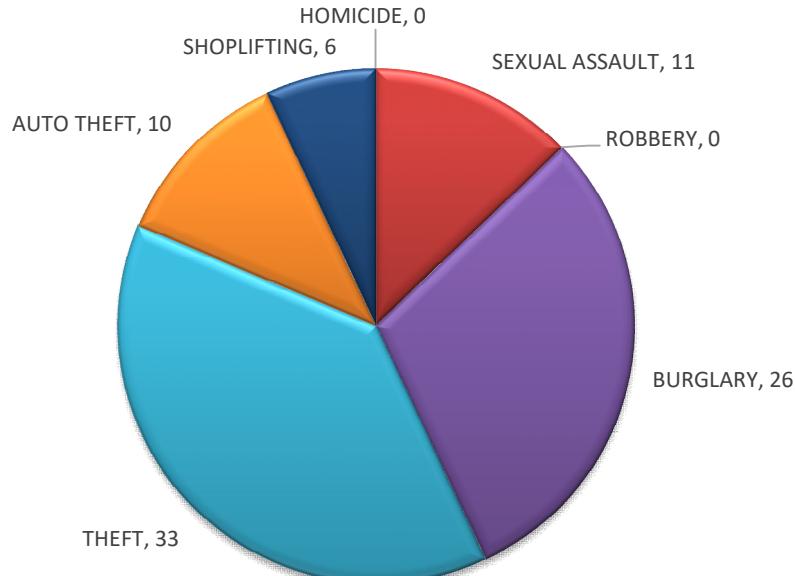
Call Type	Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TO DATE
DOMESTICS	2021	34	38	33	48	41	48	53						295
	2020	40	36	47	51	87	52	68						381
ALARMS	2021	17	12	15	13	16	24	26						123
	2020	9	16	20	17	25	25	30						142
PARKING	2021	237	114	69	49	35	48	52						604
	2020	69	34	31	41	66	52	47						340
OTHER TRAFFIC	2021	232	221	303	244	276	231	261						1768
	2020	342	379	258	69	258	270	236						1812
RELATED ACTIVITIES	2021	491	420	446	492	569	532	538						3488
	2020	497	441	498	418	491	528	536						3409
													Class V Totals	6278

OPERATING WHILE INTOXICATED	2021	4	6	5	5	9	6	7						42
	2020	4	7	4	4	4	6	4						33
TRAFFIC CITATIONS ISSUED	2021	166	130	165	140	182	170	165						1118
	2020	178	243	160	15	111	146	119						972
ADULT ARRESTS	2021	100	118	86	110	128	106	131						779
	2020	85	82	86	103	75	98	68						597
JUVENILE ARRESTS	2021	5	5	9	15	9	6	14						63
	2020	8	10	11	1	2	9	6						47
TOTAL ARREST	2021	105	123	95	125	137	112	145	0	0	0	0	0	842
	2020	93	92	97	115	77	107	74						655
ADMINISTRATIVE	2021	232	289	334	314	267	333	390						2159
	2020	190	146	95	34	117	181	191						954

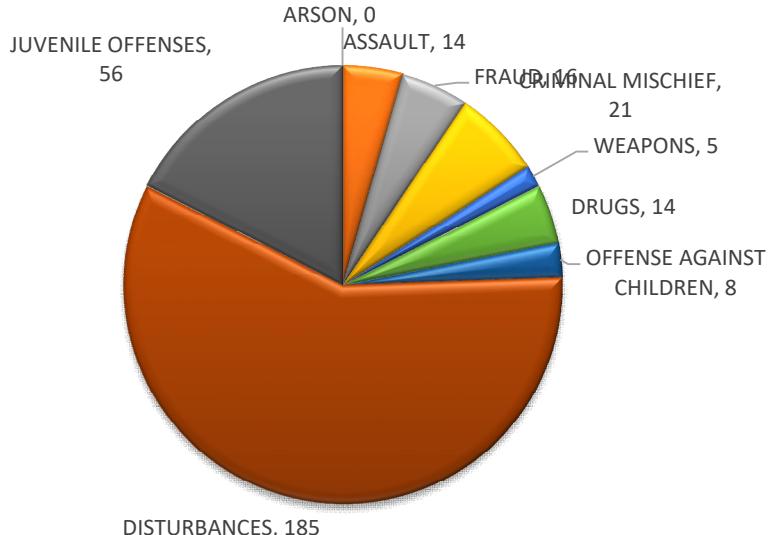
*TOTAL REQUEST FOR POLICE	2021	1578	1436	1612	1564	1620	1762	1860	0	0	0	0	0	11432
	2020	1473	1341	1378	1037	1517	1756	1684	0	0	0	0	1490	11676

Class I Calls

■ HOMICIDE ■ SEXUAL ASSAULT ■ ROBBERY ■ BURGLARY ■ THEFT ■ AUTO THEFT ■ SHOPLIFTING



Class II Calls



■ ARSON

■ ASSAULT

■ FRAUD

■ CRIMINAL MISCHIEF

■ WEAPONS

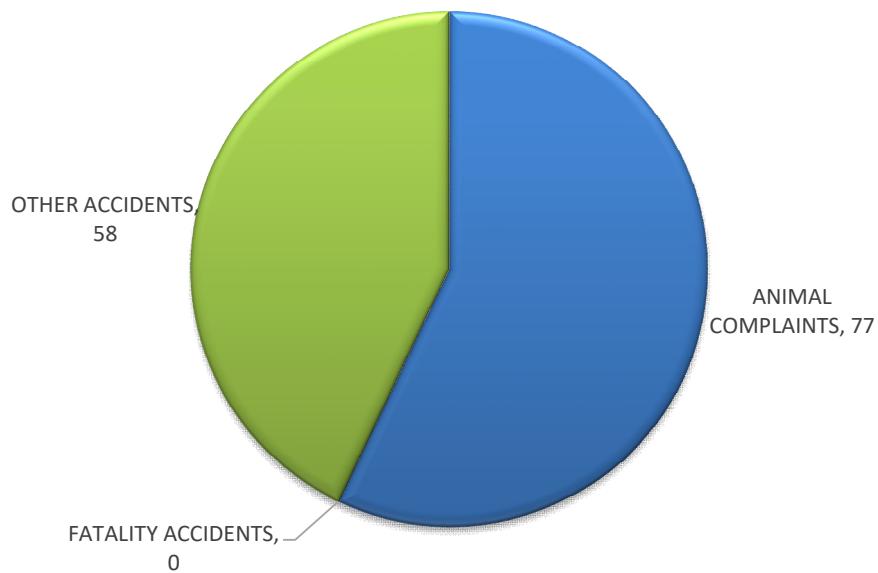
■ DRUGS

■ OFFENSE AGAINST CHILDREN ■ DISTURBANCES

■ JUVENILE OFFENSES

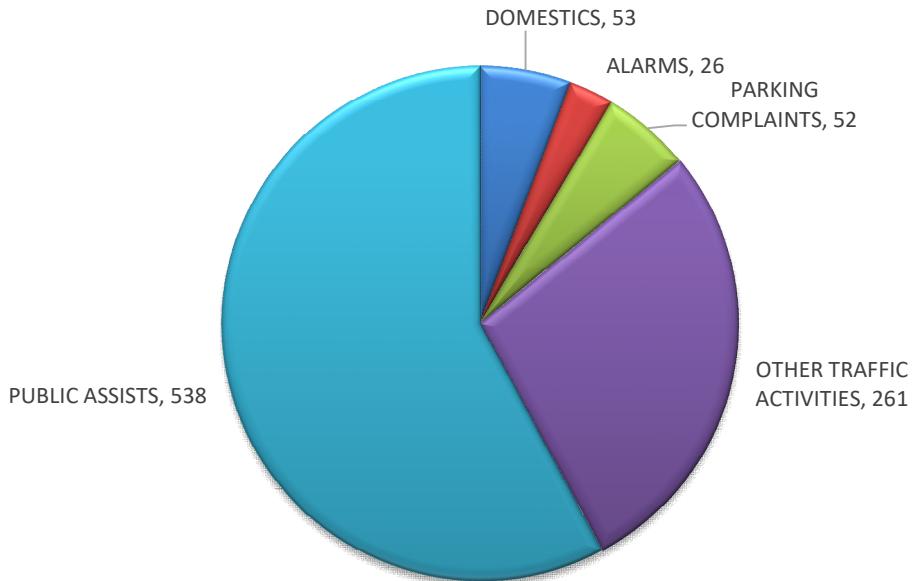
Class IV Calls

■ ANIMAL COMPLAINTS ■ FATALITY ACCIDENTS ■ OTHER ACCIDENTS



Class V Calls

■ DOMESTICS ■ ALARMS ■ PARKING COMPLAINTS ■ OTHER TRAFFIC ACTIVITIES ■ PUBLIC ASSISTS

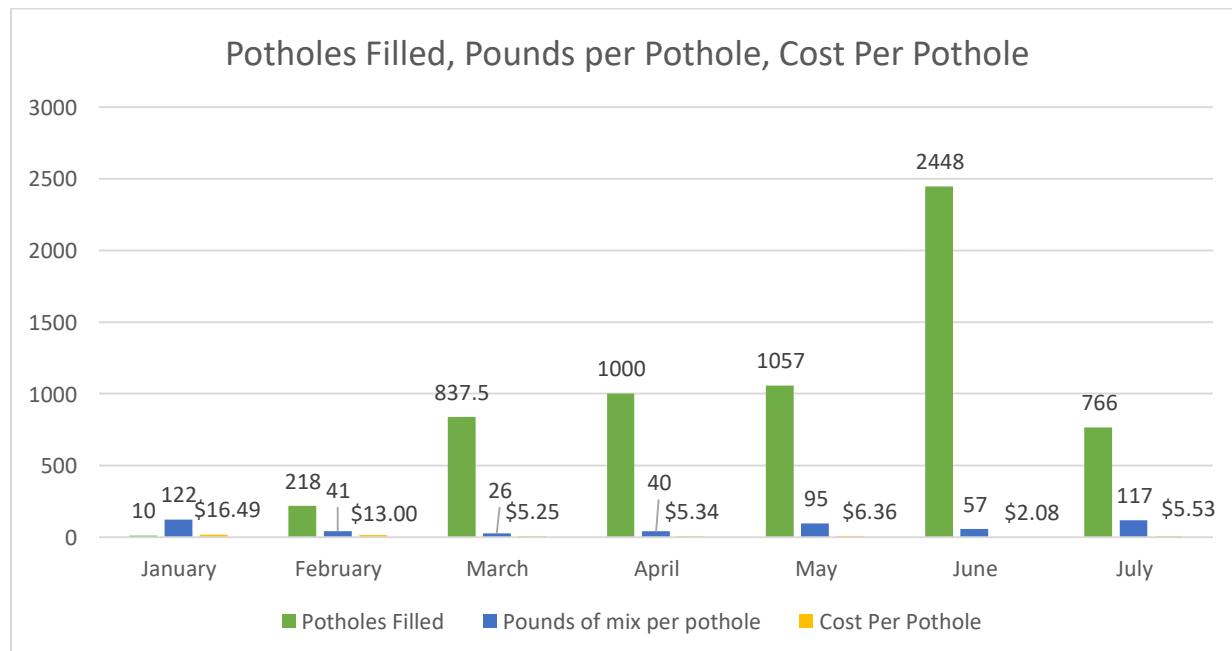


Department of Public Works (June 1-30, 2021)

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 July 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.



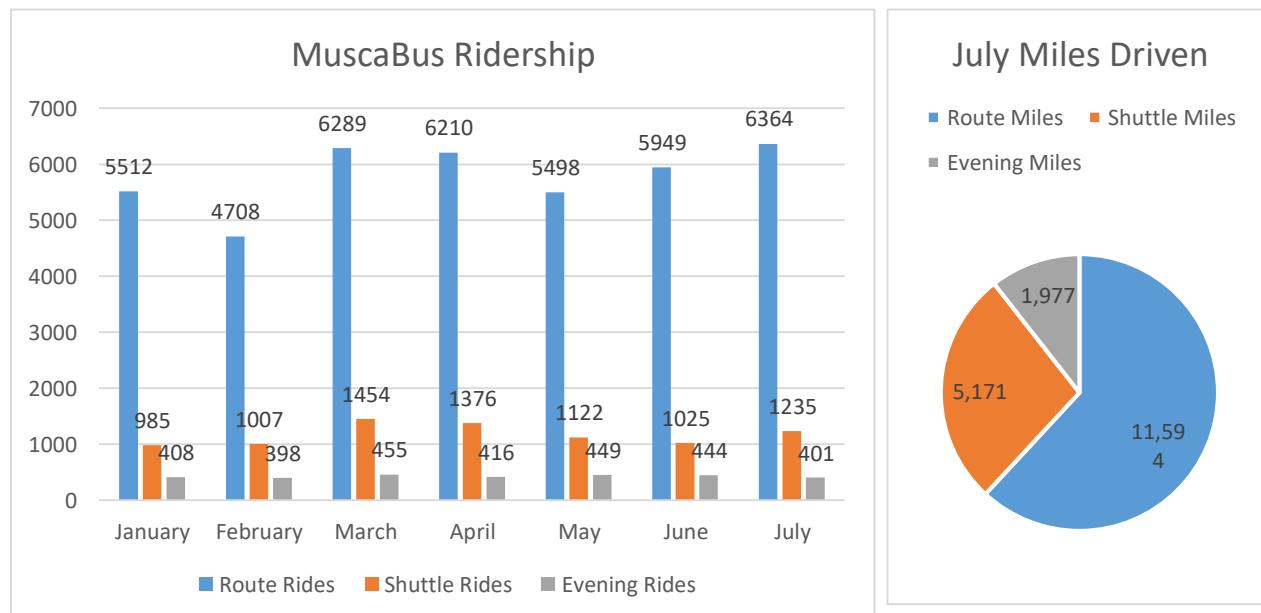
This measure indicates the number of potholes filled, the amount of material used to fill the hole in pounds, and the cost to fill each pothole. Beginning January 20, 2021, a "standard" pothole is defined as being the size of large pizza box. Potholes will be divided no smaller than one half of a pizza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

Building and Grounds Activities for July 2021:

This month in addition to their regular duties including cleaning, plumbing, electrical, HVAC work, supply ordering and delivery, and other regular repairs, staff have been mowing, weed eating, and spraying. Additionally, staff ran wiring and installed two ceiling fans on the apparatus floor at the Public Safety Building. They also upgraded the lighting in the front of the weight room and repaired the ice maker in the Fire Department. Staff repaired bay doors 2 and 5, a urinal, the generator case, and the lawn mower at the South Fire Station. Staff fixed the lawn sprinkler systems at the Airport and the Library, repaired the lighted street sign at Walnut and Mississippi Drive, finished washing windows at the library, replaced benches for the Transit Department and repaired roof leaks at various buildings. In addition, staff repaired the air conditioning unit in the Finance Department, removed surplus items from the library and put them in storage for auction, repaired emergency lights at the library and Art Center and oversaw completion of the warranty work on the chiller at the Art Center. All of this was done while one staff member was attending class for air conditioning and heat pump training and several were on vacation at various times throughout the month.

Transit Summary of Operations for July 2021:

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



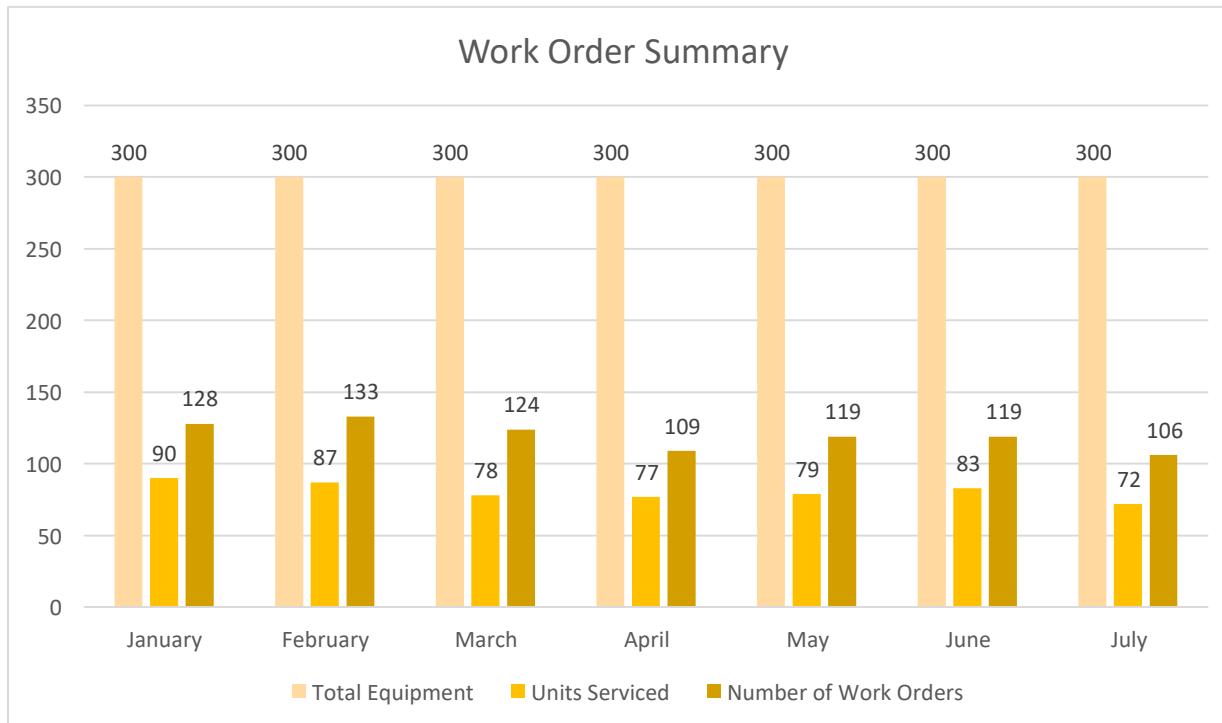
Engineering Division Report July 2021:

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

Project Name	Project Start	Percent Complete	Project Notes
Concrete Full Depth Patch	March	100%	Project Completed
Asphalt Street Overlay	May	100%	Project Completed
Asphalt Alley Overlay	May	100%	Project Completed
Grandview Reconstruction	May	15%	Installing sewer & Water Main
West Hill Sewer Separation Phase 5	April	15%	Installing sewer on 8 th Street
Park Avenue 4 to 3 lane	March	77%	Full-depth patch & traffic signals
2 nd Street Streetscape	March	75%	Sycamore to Iowa & Iowa Intersection

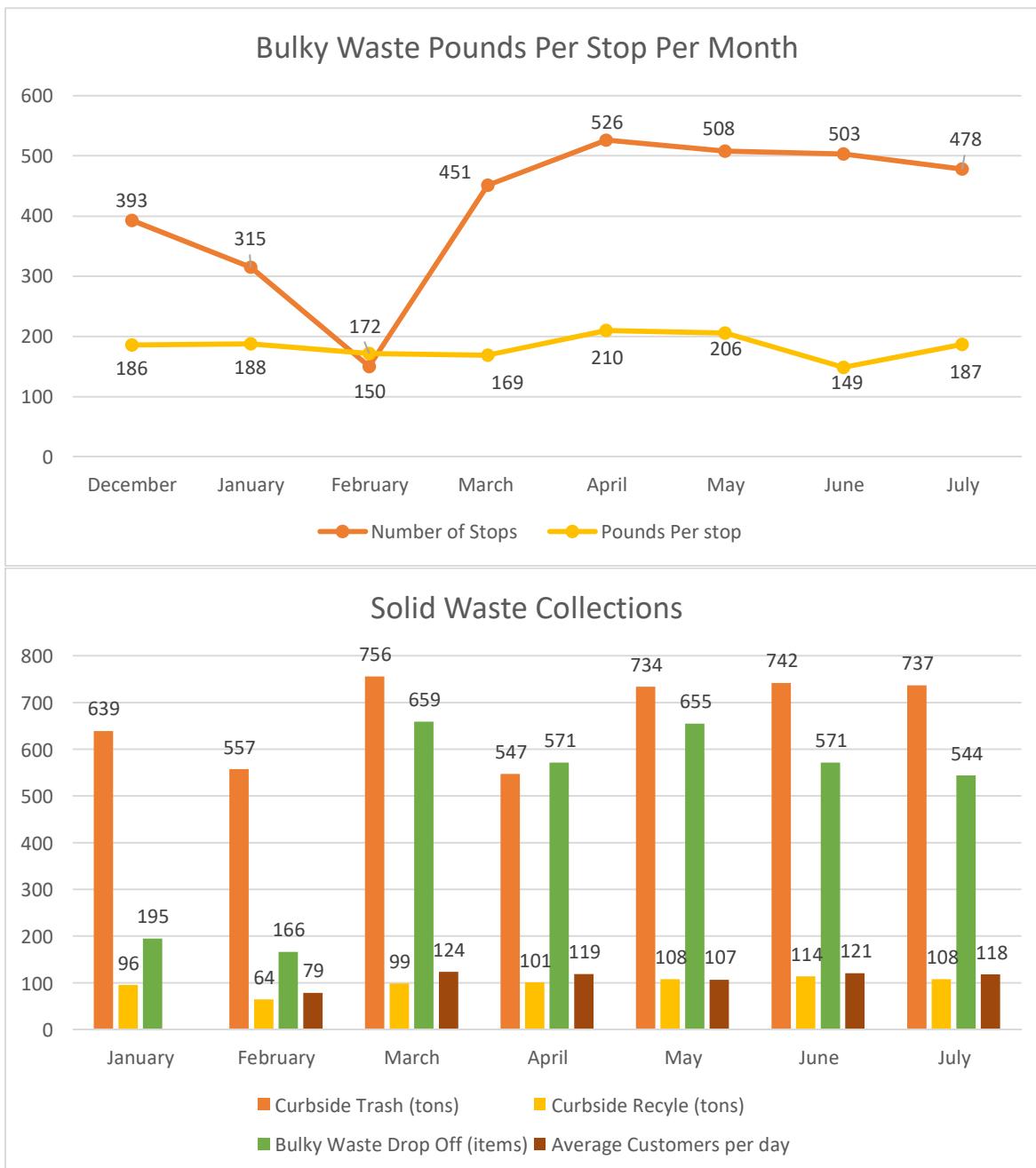
Vehicle Maintenance Division Report July 2021:

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 July 2021:

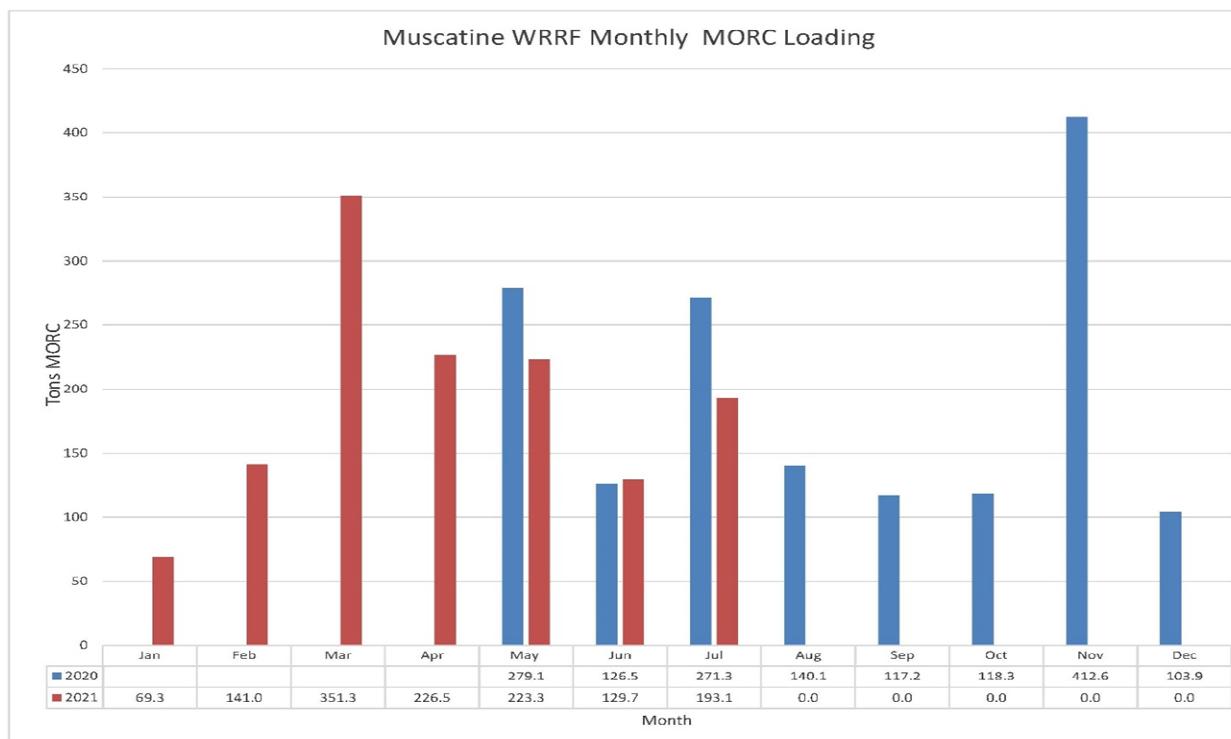
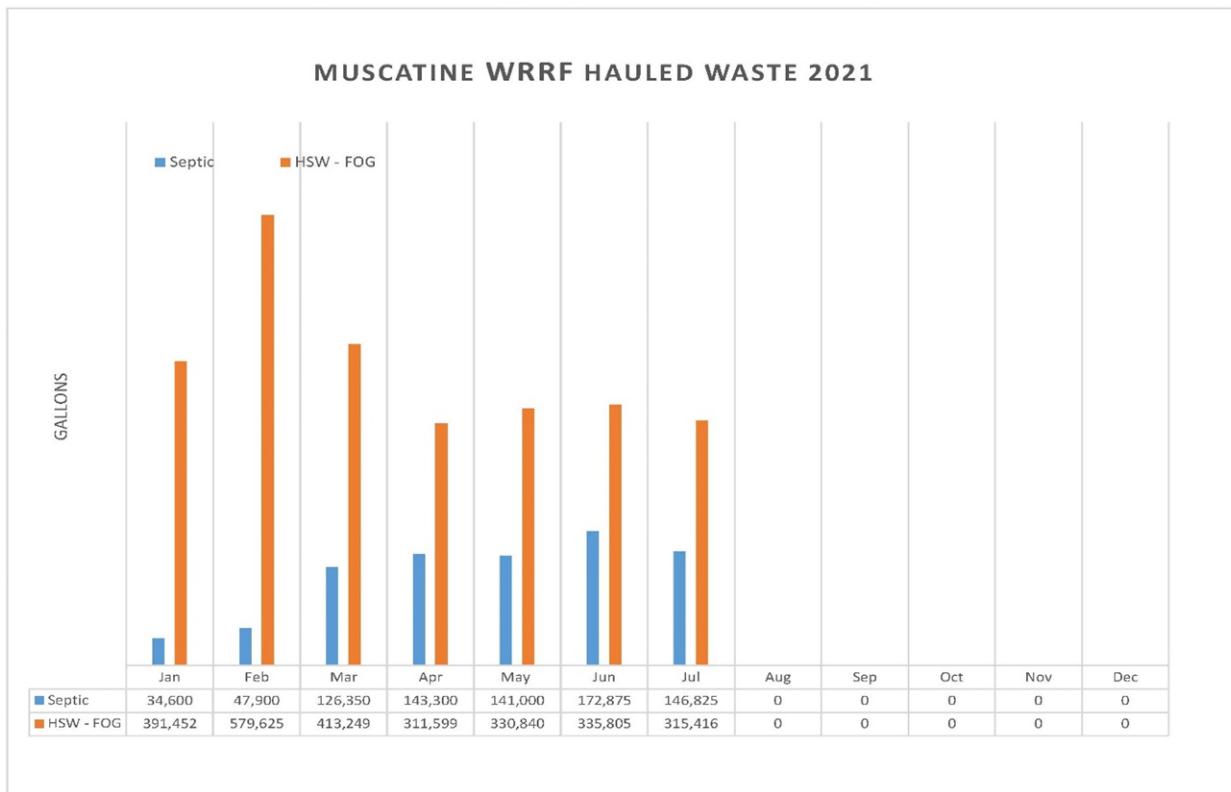
The Solid Waste Division consists of activities related to refuse collection, transfer station, compost site, and landfill, as well as overseeing the contracted recycling collection.

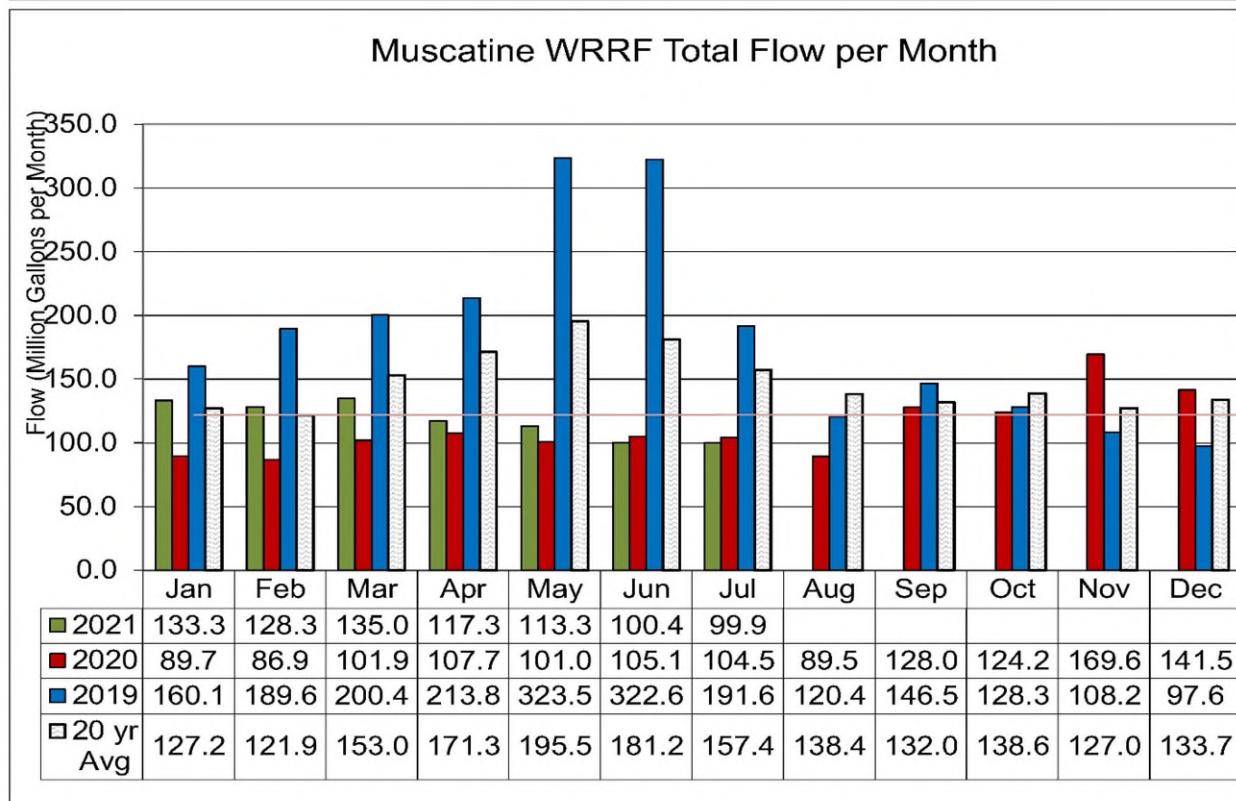
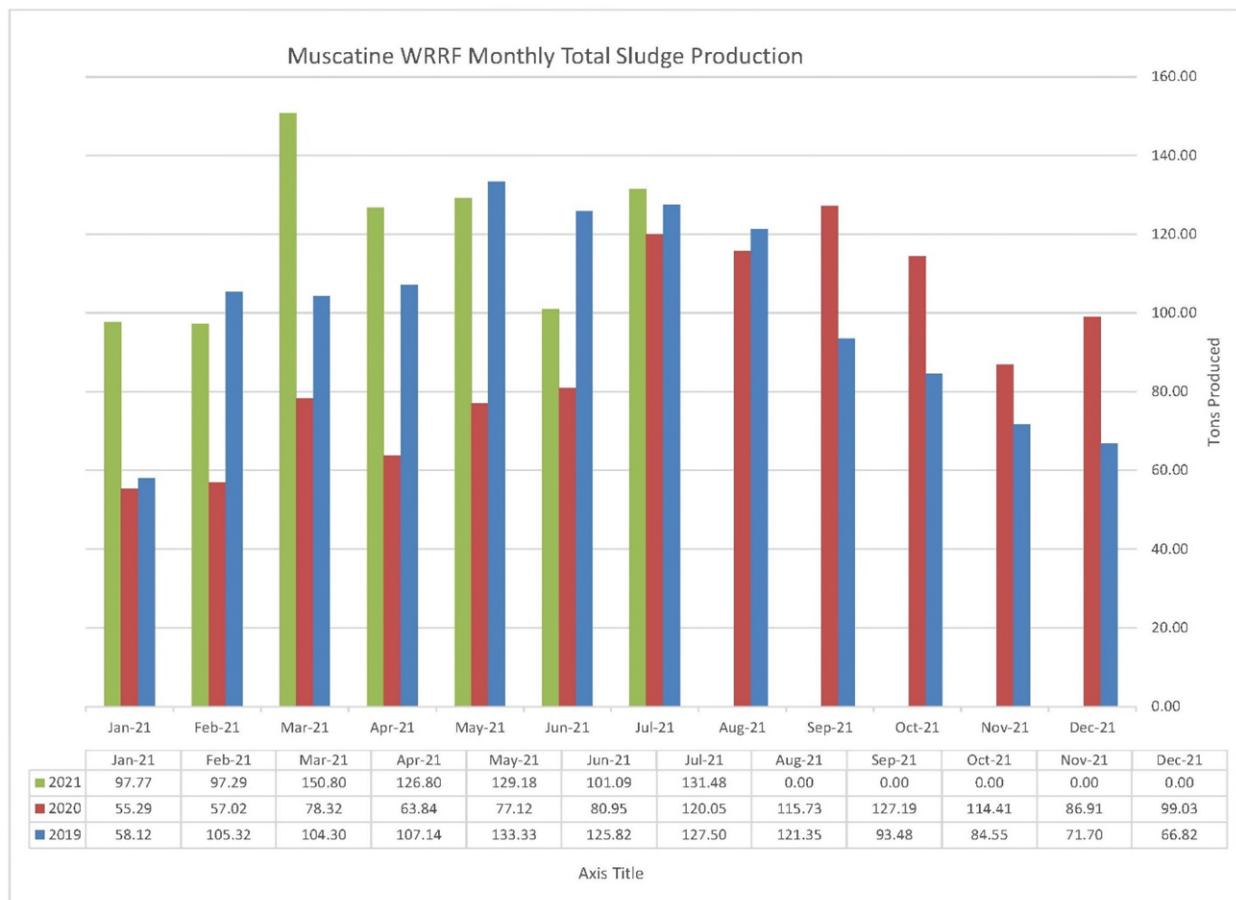


This chart shows the amount of solid waste collected curbside (in tons) as well as the amount of material dropped off at the Transfer Station (per item). Dropped off items include: electronics, appliances, tires, household hazardous waste. Also included is the average number of customers per day at the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

Water & Resource Recovery Facility

Water & Resource Recovery Facility & Muscatine Organic Recycling Center







Musser Public Library & HNI Conference Center

Circulation July 2021

PRINTED MATERIALS	2021	Total To Date	2020
Adult Books	3,616		3,584
Young Adult Books	361		253
Juvenile Books	5,585		3,669
Magazines	175		160
Other	52		25
RECORDED MATERIALS			
MP3 Books	0		2
Digi-Books / Playaway	11		22
Recorded Books	219		280
CDs	227		363
Adult Kits and JKits	1		10
A-V MEDIA			
Equipment	11		27
Microfilm	1		0
Video Games	81		119
DVDs	2,414		3,761
Blue-Ray	89		140
ONLINE			
Internet Computer Use	453		433
WiFi Usage	3,586		6,411
Database Usage	10,742		15,136
E Audio	429		519
E Books	642		1,076
E Magazines	164		1,016
E Music / Streaming	1,525		934
Circulation 2021			
Total Circulation	30,384		34,556
Previous Circulation	0	(New Fiscal Year)	
Total Circulation To Date	30,384		34,140

INTER-LOANS	2021	TOTAL TO DATE	2020
RS BORROWED	1,776		2,812
RS SENT	1,198		1,469
SILO BORROWED	22		6
SILO SENT	15		15
OCLC BORROWED	51		18
OCLC SENT	13		13
TOTAL	3,075		4,333

CITY ADMINISTRATOR'S REPORT OF JULY 2021 ACTIVITY

PROGRAMMING	2021	TOTAL TO DATE	2020
CHILDRENS PROGRAMS	5 virtual 32 in person 989 one min. 5,887 raw views		35-Virtual
CHILDREN PRG ATTEND.	1,195 in person		14,440 raw views
TEEN PROGRAMS	0		0
TEEN PRG ATTENDANCE	0		0
ADULT PROGRAMS	2		0
ADULT PRG ATTENDANCE	55		0
TECHNOLOGY CLASSES	0		0
CLASS ATTENDANCE	0		0
BUILDING USAGE (WALK-IN)	10,481		6,674
MEETING ROOMS USAGE	390		Not in use
REFERENCE			
REFERENCE QUESTIONS	221		142
TECHNICAL QUESTIONS	127		39
DIRECTIONAL QUESTIONS	220		53
TOTAL	568		234
EXAMS PROCTORED	0		0
NOTARY PUBLIC USAGE	14		15
GENEALOGY RESEARCHERS	6		6
GENEALOGY INTERLOANS	0		0
RESEARCH/OBIT REQUESTS	8		6
PHOTO PRINTS ORDERED	4		4

PATRON STATISTICS	ADDED	TOTAL	2020
ADULT RESIDENTS	55	15,045	15,886
COMPUTER USE ONLY	2	345	327
JUV RESIDENTS	33	2,419	2,607
IL (CONTRACT)	1	678	742
OPEN ACCESS	2	1,011	1,081
NEW BORROWER	8	327	298
OTHER	0	165	181
TOTAL	101	19,990	21,119

HOME DELIVERY STATISTICS

(already included in circulation statistics)

	2021	TOTAL TO DATE	2020
MATERIALS CIRCULATED	125		239
VISITS	23		44
CLIENTS	40		41
VOLUNTEERS	1		11

CITY ADMINISTRATOR'S REPORT OF JULY 2021 ACTIVITY

DATABASE USAGE	2021	2020
Ancestry Library Edition	310	235
Chilton	0	17
ContentDM Images	1,416	1,828
Gale	0	15
Gale Forms	3	5
Heritage Quest	67	159
Learning Express	0	0
Newspaper Archive	N/A	3,026
Newspaper.com Musc. Journal	2,660	756
New York Times	2,449	3,720
Niche Academy	21	0
Novelist	67	0
RefUSA	11	17
Sanborn Maps	93	1,635
Transparent Language	0	6
Value Line	3,645	3,717
TOTAL	10,742	15,136

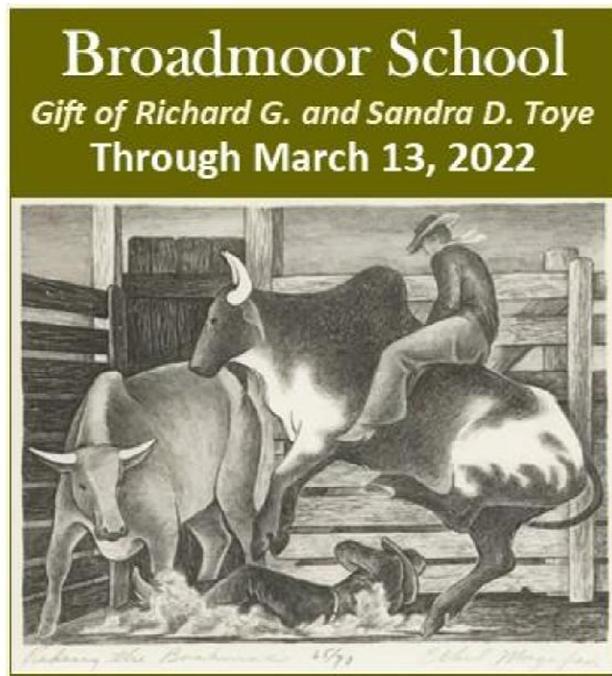
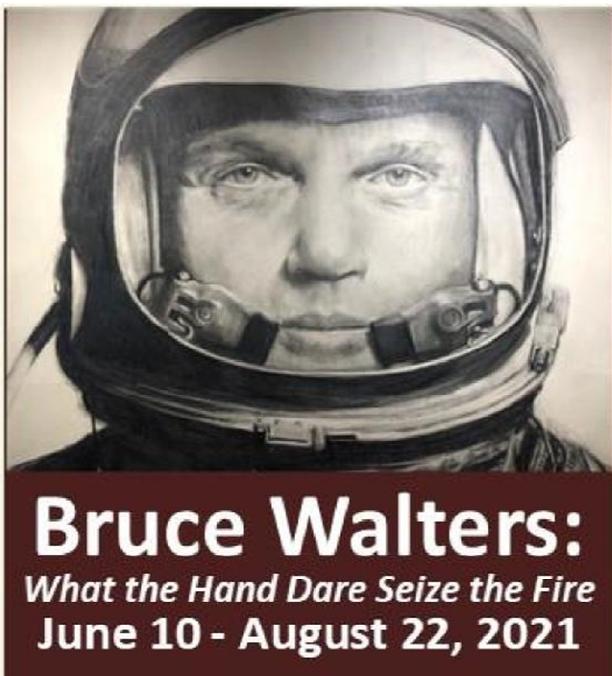
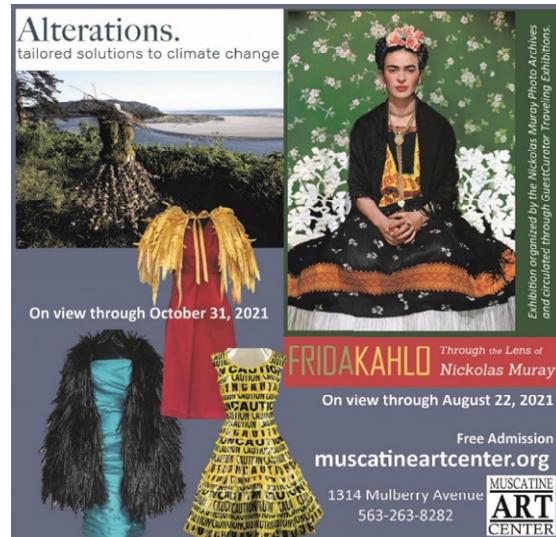
	LIKES	
FACEBOOK	5,740	
WEBSITE	8,847	UNIQUE VISITORS
TWITTER	944	8,299



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@muscataineiowa.gov.

EXHIBITIONS



Opening Soon



MUSCATINE ART CENTER
September 2, - October 31, 2021
muscatineartcenter.org
563-263-8282

**Rose Frantzen:
The Optics of Illusion**

August 28 – October 17, 2021

MUSCATINE COUNTY



UPCOMING CLASSES and ACTIVITIES

Family Events



ICE CREAM SOCIAL
SUNDAY, AUGUST 22ND (1 - 4PM)

Meet Sculptor David Zahn and Artist Bruce Walters. In the Studio: Kids Create in Gerb's Garage with Steve Gerberich

Historic Tanglewood Calliphone played throughout the event!

FREE ADMISSION

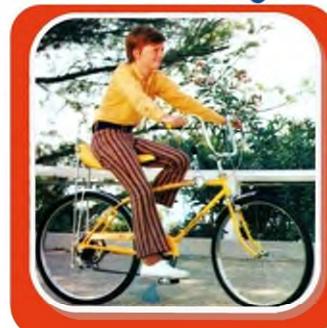
LIVE MUSIC BY CRUSIN' (1:30 - 3:30PM)
FAMILY BIKE RIDE TO THE EVENT leaves from Discovery Park (1PM)

ICE CREAM & DESSERT SALES
benefit Friends of the Muscatine Art Center

KENT fr|ends of the Muscatine Art Center

MUSCATINE ART CENTER
1014 1/2 Mulberry Ave
Muscatine, IA 52641
muscatineartcenter.org

Family Bike Ride



Melon City Bike Club & Harper's Cycling & Fitness

Join the Melon City Bike Club on the Family Bike Ride, August 22nd at 1:00 PM. Ride begins at Discovery Park on Cedar Street, travels to the Friends of the Muscatine Art Center's Ice Cream Social and returns to Discovery Park.

Participants receive free ice cream!

Harper's Cycling and Fitness - 563.263.4043
or Muscatine Art Center - 563.263.8282

For Children

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 August is "BUGS!", and the theme for September is "Imagination Time".

Kids Saturday Workshops (ages 7-14)

One Saturday a month, join Miss Julie to create your own masterpieces! In these workshops, kids can paint like a famous artist, learn about another culture, celebrate different holidays, and so much more- each workshop is something different! These classes are free. Please register the Friday before class.

August 28: *Hapa Zome* is a Japanese word meaning "leaf dye" and is used to describe the process of transferring the natural colors from plants onto fabric or paper. Join Miss Julie **Saturday, August 28 from 1:30 to 2:30 p.m.** to learn about this unique art form and to make a botanical print of your own.

For Families

Take Home Projects

National Teddy Bear Day in a Bag - available September 1 - 9

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.

Booked on Art - Kids' Edition

Thursday, September 16, 4:30 - 5:45 p.m.

In connection with the *Alterations* exhibition, the Muscatine Art Center presents its first *Booked on Art - Kids' Edition*. We will gather in the exhibition to read *Begin with a Bee*, the story of one rusty-patched bumblebee. The story follows the life cycle of a queen bee and teaches us not only about bees but also about our responsibilities to nature. This beautiful book is illustrated by Claudia McGehee who will provide a scratchboard demonstration and an activity for kids. Copies of the book will be available for sale. There is no fee to participate. Registration is required.

For Adults

Thursday Night Makerspace

[Thursday, August 19, 5:15 - 6:45 p.m. - Upcycled T-Shirt Crafts](#)

[Thursday, September 2, 5:15 - 6:45 p.m. - Wooden Welcome Signs](#)

Join our Program Coordinator Katy on select Thursday nights to create fun projects to decorate your home or to give as gifts. Painted signs, keychains, fabric bowls, stepping stones, and more - there's always something new to try! Fees are \$15 or \$13.50 for Friends members and all supplies are included. Advanced registration required.

Red Barn Studio

[Sunday, August 29, 1:30-2:45 p.m. – Watercolor Clouds with Sky, Birds & Trees](#)

Local artist Vada Baker gives step-by-step instructions 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. Advanced registration required. No offered on Sundays.

Living Proof Creative Session

[Thursday, September 9, 5:30 - 7:30 p.m. - Scratchboard with Megan Bishop](#)

Living Proof Exhibit (LPE) provides the therapeutic benefits of the arts to those impacted by cancer. Each month LPE partners with different community organizations throughout the Quad Cities and beyond to bring **free** Creative Sessions to patients, survivors, families, and caregivers. Advanced registration required at livingproofexhibit.org.