

**MUSCATINE CITY COUNCIL
IN-DEPTH MEETING
Thursday, June 8, 2023**

Brad Bark, Mayor

Dennis Froelich, 1st Ward

Jeff Osborne, 2nd Ward

Peggy Gordon, 3rd Ward

Nadine Brockert, 4th Ward

John Jindrich, 5th Ward

Angie Lewis, At Large

DeWayne Hopkins, At Large

Carol Webb, City Administrator

Cinda Hilger, Admin. Professional

Brent Hinders, City Attorney

City Council meetings are held at 6:00 pm on the 1st and 3rd Thursday of each month, In-depth sessions on the 2nd Thursday of each month. All meetings are available for review on the City of Muscatine YouTube page.

The public is welcome to attend virtually using the information below.

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/CityofMuscatine/city-council-meeting>

You can also dial in using your phone.

United States: 1-669-224-3412

Access Code: 971-499-597

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COUNCIL DISCUSSION ITEMS**

- A. Discussion and Possible Direction to Staff Regarding the Possible Disposal of City Owned Property on 8th Street
- B. Review of Feedback from Contractors Meeting on the Proposed Building Code Update and Next Steps
- C. Overview of Crime Free Multi-Housing Program
- D. Public Art Overview and Recommendations

The Muscatine Public Art Advisory Commission adopted a series of recommendations during its May 16, 2023 meeting. This presentation will review those recommendations and provide background on the Public Art Advisory Commission.

- E. Central Business District Parking Overview

An overview of current parking operations and consideration of any changes and/or parking technology updates proposed to be implemented.

5. MAYOR AND COUNCIL REPORTS

6. ADJOURNMENT



City of Muscatine

ITEM NUMBER 2023-1170

IN-DEPTH ITEM - CITY COUNCIL

DATE: 6/8/2023

STAFF

Jodi Royal-Goodwin, Community Development Director

SUBJECT FOR DISCUSSION

Discussion and Possible Direction to Staff Regarding the Possible Disposal of City Owned Property on 8th Street

EXECUTIVE SUMMARY

Staff will present information to facilitate a discussion of the options for disposing of 891 West 8th Street and the new adjacent lot.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

Staff is requesting direction for writing the request for proposals to dispose of 891 W 8th Street and the new vacant lot, including:

1. Should there be a preference for first-time homebuyers or owner occupants?
2. Should there be income targeting, such as 80 or 120% of the area median income?
3. Should there be a preference for respondents that proposed to further improve the condition of the existing home?
4. Should there be a preference for non-profit respondents that will work with targeted homebuyers to insure sustainable, long-term homeownership?
5. Would Council entertain an equity sharing arrangement?
6. Would Council like to apply the same or different criteria to the purchase of the new lot?
7. Are there any other preferences Council would like staff to include in the RFP?

BACKGROUND/DISCUSSION

As part of the design for Phase 5 of the West Hills Sewer Separation Project it was determined that purchasing the property located at 891 W. 8th Street was the most cost effective, least intrusive and safest option for the reconstruction. The engineers had identified two options, one through the alley behind Climer or between the houses at 891 and 901 W 8th Street.

The alley was determined to have substantial safety concerns and increase the project costs about \$140,000. Going between the homes required purchasing one of the properties and a purchase agreement was negotiated with the owner of 891. Council approved the purchase of the property for \$172,500 at their meeting January 7, 2021. At that time, the engineer explained the home would be moved, with an estimated cost of \$70,000 to \$100,000, and the home would be resold upon completion of construction.

The house was purchased March 10, 2021, and temporarily relocated on the lot to allow for construction, and May 19, 2022, Council approved a change order for \$132,014.50 related to the relocation of the home. This included moving the building, building a new foundation and completing necessary improvements to make the home code compliant.

The relocation of the home on the .74 acre lot also presented the opportunity for subdividing and creating a second buildable lot. Engineers have completed the survey work and are currently developing the new plat; staff anticipates completing the subdivision in July. Upon completion of this subdivision, we will be at the point that allows for the City to dispose of the home and second lot.

The current value of the home is estimated at \$140,000, based on the condition of the main floor, age, size and location. The vacant lot up to \$20,000.

Under the recently adopted property disposal policy, staff will need to publish a request for proposals (RFP). However, Council has the option of simply requesting bids, with or without a minimum price, or setting parameters that further the goals and strategies adopted in the housing plan, *Ignite Vitality through Workforce Housing*. If Council would like to establish any preferences, it may wish to consider the following questions:

1. Should there be a preference for first-time homebuyers or owner occupants?
2. Should there be income targeting, such as 80 or 120% of the area median income?
3. Should there be a preference for respondents that proposed to further improve the condition of the existing home?
4. Should there be a preference for non-profit respondents that will work with targeted homebuyers to insure sustainable, long-term homeownership?
5. Would Council entertain an equity sharing arrangement?
6. Would Council like to apply the same or different criteria to the purchase of the new lot?

ATTACHMENTS

1. 891 W 8th map





City of Muscatine

ITEM NUMBER 2023-1171

IN-DEPTH ITEM - CITY COUNCIL

DATE: 6/8/2023

STAFF

Jodi Royal-Goodwin, Community Development Director

SUBJECT FOR DISCUSSION

Review of Feedback from Contractors Meeting on the Proposed Building Code Update and Next Steps

EXECUTIVE SUMMARY

City Code adopts by reference the 2015 versions of the following codes published by the International Code Council: the International Building Code (*non-residential buildings*), the International Residential Code (*residential buildings*), International Plumbing Code; and the International Mechanical Code, 2018 edition (*heating, ventilation, and air conditioning systems*). The International Code Council revises its codes by publishing an updated version every three years. At the February 9 meeting of City Council, staff was directed to proceed with gathering public input related to adoption of the 2021 versions of these Codes. A meeting with contractors and other interested parties was conducted April 5. Below is an overview of the recommended change and feedback received during that meeting.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

Does City Council have any feedback on the information presented?

BACKGROUND/DISCUSSION

Building regulations are found in Title 8 of City Code. Separate chapters in Title 8 establish regulations for residential buildings and non-residential buildings, as well as electrical, plumbing, fuel gas and mechanical work. All construction occurring in the City must comply with the standards set in these regulations. These building regulations are set by the adoption of model building codes by reference with specific amendments made to make codes better fit local conditions.

Model codes are building codes developed and maintained by a standards organization, such as the International Code Council, and then which are adopted as a base code standard by communities nationwide. The intent of adopting model codes is to create consistent performance-based regulations that are effective, efficient and meet government, industry and public needs, in creating a quality built environment that is safe for those occupying

it. Adopting a code that is used by thousands of other communities makes it easier for designers and builders to work across multiple jurisdictions.

Title 8 currently adopts the 2015 versions of the following codes published by the International Code Council: the International Building Code (*non-residential buildings*), the International Residential Code (*residential buildings*), International Plumbing Code; and the International Mechanical Code, 2018 edition (*heating, ventilation, and air conditioning systems*). Title 8 also adopts the currently published edition of the National Electric Code and the National Fuel Gas Code.

The International Code Council revises its codes every three years, following input from thousands of professionals and considering developments in building technology and changes to environmental conditions. The 2021 versions are the most current. Staff has recommended adoption of the 2021 versions of the building, residential, and mechanical codes be adopted, and the 2021 of the Uniform Plumbing Code be adopted with some local amendments.

To both begin the process of educating local contractors or others working in the building industry and gathering feedback on proposed or desired amendments, staff hosted a meeting with contractors and other interested parties on April 5. Participants were asked to participate in discussions that responded to three questions:

- 1) What is working well?
- 2) What opportunities exist for using the new 2021 Codes?
- 3) What other thoughts or questions should be considered?

There was a general feeling that permitting and inspections help maintain the integrity of the community by insuring the built environment is safe. There was also consensus that changes in the Building Division in the past few years have been positive and improved customer service. Improvements such as permit turnaround time, building staff knowledge, and better communication to work through building requirements were reported.

When looking at opportunities and other considerations, feedback fits into six general categories, including:

- 1) Requirements for engineering
- 2) Applicability of residential sprinklers
- 3) Removing laundry room GFCI requirements
- 4) Removing 200 amp electrical service
- 5) Establishing an appeals board
- 6) Incorporating existing building considerations

Following is an overview of the comments on each of these topics as well as the staff recommendation.

Engineering

Comments

Some citizens and contractors would like to know when we expect to see engineering involved in a project and most would support a higher area limit for post-frame buildings before an engineer is required.

Our Response

Post-frame buildings are a common topic that we believe should be addressed with a local amendment. Staff proposes exempting post-frame buildings up to 1,440 square feet before engineering is required, while still requiring that the maximum side-wall height and post spacing stay 12' and 8' on-center, respectively. This will match our maximum allowable accessory building area for most properties in the city and fall in-line with the projects citizens most often plan to build.

This is currently a department policy, as the building codes provide no provisions for post-frame construction, instead requiring engineering for all post-frame buildings, regardless of size and post-spacing. We have settled on the current limit of 1,000 square feet by looking at practices in surrounding municipalities. Our department feels that smaller residential post-frame buildings are no greater threat to occupant safety than small residential garages which are currently allowed to have shallow foundations if limited to a size of 1,000 square feet.

All other buildings will still be required to comply with the state's architect / engineer matrix.

Residential Sprinklers

Comments

Attendees from Crossroads Inc showed concern about the sprinkler system requirements that affected their assisted care facility on Harmony Lane. Their request was that we remove the need for all sprinkler systems in what they consider a residential dwelling.

Our Response

On May 2, 2023, the state legislature approved a change to the state code that exempts such facilities from complying with the sprinkler requirements of the International Building Code and the International Residential Code.

Laundry room GFCI requirements

Comments

There were some concerns shared by an electrical contractor and a rental facility operator about a change that was brought about by the adoption of a new Rental Facility Maintenance Code. This code requires that Ground-Fault Circuit Interrupter (GFCI) protection be installed for existing clothes washer circuits, which may result in the rewiring of circuits in older buildings where the clothes washer is on a circuit utilizing a shared neutral.

Our Response

This is part of the adopted rental code (Title 16) and will be considered in revision to that code

being brought forward later this year.

200 amp service

Comments

Some participants suggested electricians be allowed to size the electrical service of a dwelling according to the needs of the building.

Our Response

While model codes permit electricians to size their services according to the needs of the building, Muscatine Power and Water (MPW) requires a 200 amp service for the utility connection. At the MPW's request, this requirement was written into the City Code to provide clarity and consistency and avoid constructing a building to code that would still not be allowed to connect to the utility service.

Our department suggests keeping the code language as it is to maintain clarity and consistency with local service requirements.

Appeals board

Comments

A number of contractors would like the city to establish an appeals board that specifically handles appeals made for construction and building code compliance. They believe this will give contractors a chance to seek an informed second opinion from a third-party board of peers who have no vested interest in a project.

Our Response

Our department supports this recommendation and will propose language to support the revival of a previously codified appeals board.

Existing building considerations

Comments

There was discussion regarding the difficulty of remodeling and reconstruction of older existing structures in town. These properties provide challenges where the code requires that safety features be updated to comply with current code, specifically with fire separations.

There were a few examples given, such as renovating older homes, and adding residential uses to older commercial buildings. Given that these structures typically require that sprinklers are installed or fire assemblies are installed, such projects can be costly and time consuming, often making the project unfeasible. Citizens would like to see an easier path to compliance without having to meet the full requirements of our modern building codes.

Our Response

Our department currently utilizes the International Existing Building Code and the International Residential Code's Appendix AJ - Existing Buildings and Structures for commercial and residential buildings, respectively. These codes contain provisions for increasing the relative safety and comfort of existing buildings undergoing construction without meeting the

full requirements of a newly built building. These codes classify such projects based on the amount of construction planned for the building and the requirements for them increase as the degree of change increase.

City staff recommends that we follow these currently adopted standards closely. Our city benefits from adopting nationally accepted standards which have changed over time to account for the changes in building methods and furnishing materials. Older buildings tend to have a greater number of air passages and voids that would permit smoke to pass throughout the building and modern furnishings have higher burn temperatures and emit a greater amount of toxic smoke compared to the natural materials historically used to construct furnishings.

The feedback provided at the April 5 meeting helped staff understand overall concerns of contractors and residents about building codes. City staff is amenable to codifying alternate means when there is not a significant risk to health and safety from doing so. We also want to prepare contractors for any changes that will impact them doing business, and to do so will conduct another contractor meeting to review the significant changes to the model codes or proposed local amendments. This meeting is scheduled for June 28.

Staff will develop specific amendment code language in response to the Council's direction and additional community feedback and anticipates initiating the process of adopting the 2021 versions of the building, residential, and mechanical codes to be adopted, and the 2021 version of the 2021 of the Uniform Plumbing Code will be adopted with some local amendments this fall.

ATTACHMENTS



City of Muscatine

ITEM NUMBER 2023-1172

IN-DEPTH ITEM - CITY COUNCIL

DATE: 6/8/2023

STAFF

Jeff Jirak, Police Captain

SUBJECT FOR DISCUSSION

Overview of Crime Free Multi-Housing Program

EXECUTIVE SUMMARY

Presented for City Council is an overview of the Muscatine Police Department's Crime Free Multi-Housing Program.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

This item is for information purposes. Staff welcomes any questions or feedback regarding this program.

BACKGROUND/DISCUSSION

The Police Department implemented the Crime Free Multi-Housing Program with the goal of building a strong working relationship with landlords and property owners. This is a crime prevention program designed to reduce crime, drugs and gangs within rental properties. The program consists of three phases of training that property managers complete to be certified: Management Training, Crime Prevention Through Environmental Design, and Community Awareness. Crime Free Multi-Housing Program benefits for landlords include a stable, more satisfied tenant base, increased property values and improved personal safety for tenants, landlords, property managers and neighbors.

ATTACHMENTS

1. CFMHP

Crime Free Multi-Housing Program

6/8/23

Lieutenant Vince Motto, Detective Nicole Sink



CFMH Overview / Goals

- The program consists of 3 phases
- Reduce crime, drug activity, and gang activity
- Build a strong working relationship with landlords and property owners
- Provide resources



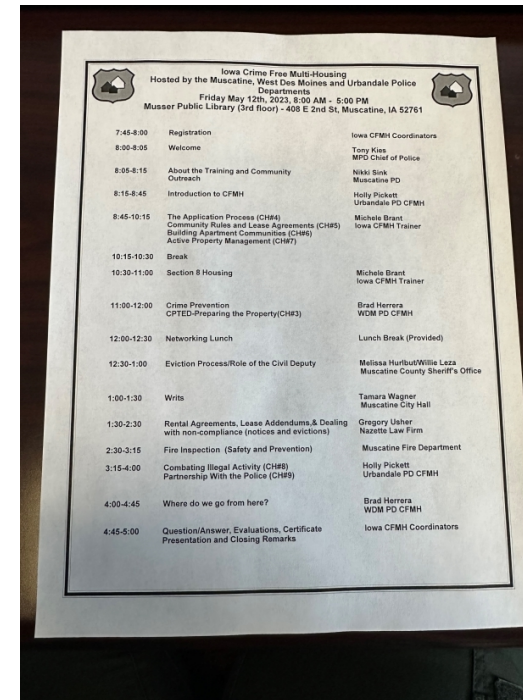
CFMH History

- Developed at the Mesa Arizona Police Department in 1992
- Types of CFMH
- Data



Phase 1 – Management Training

- Who attends?
- What is the training about?
 - Intro to CFMH
 - Applicant screening and background checks
 - Section 8 housing / Fair Housing
 - Eviction process / writs
 - Safety and Prevention
 - Combating illegal activity / crime prevention
 - Lease agreements / crime free addendum



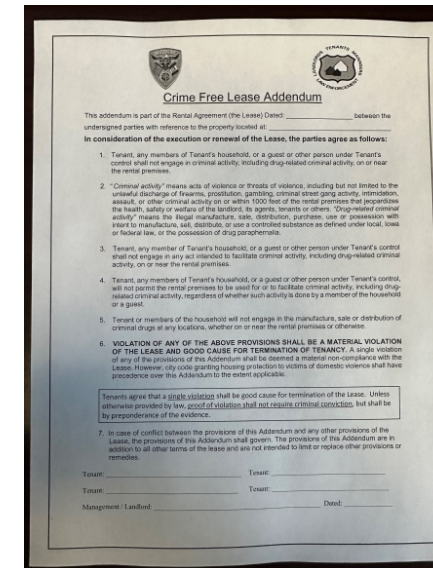
Iowa Crime Free Multi-Housing
Hosted by the Muscatine, West Des Moines and Urbandale Police Departments
Friday May 12th, 2023, 8:00 AM - 5:00 PM
Musser Public Library (3rd floor) - 408 E 2nd St, Muscatine, IA 52761

7:45-8:00	Registration	Iowa CFMH Coordinators
8:00-8:05	Welcome	Tony King MFD Chief of Police
8:05-8:15	About the Training and Community Outreach	Nikki Sink Muscatine PD
8:15-8:45	Introduction to CFMH	Holly Pickett Urbandale PD CFMH
8:45-10:15	The Application Process (CH#1) Community Rules and Lease Agreements (CH#5) Building Apartment Communities (CH#6) Active Property Management (CH#7)	Michelle Brant Iowa CFMH Trainer
10:15-10:30	Break	
10:30-11:00	Section 8 Housing	Michelle Brant Iowa CFMH Trainer
11:00-12:00	Crime Prevention CPED-Preparing the Property (CH#3)	Brad Herrera WDM PD CFMH
12:00-12:30	Networking Lunch	Lunch Break (Provided)
12:30-1:00	Eviction Process/Role of the Civil Deputy	Melissa Hurtbail-Wills Muscatine County Sheriff's Office
1:00-1:30	Writs	Tamara Wagner Muscatine City Hall
1:30-2:30	Rental Agreements, Lease Addendums & Dealing with non-compliance (notices and evictions)	Gregory Usher Nazzette Law Firm
2:30-3:15	Fire Inspection (Safety and Prevention)	Muscatine Fire Department
3:15-4:00	Combating Illegal Activity (CH#8) Partnership With the Police (CH#9)	Holly Pickett Urbandale PD CFMH
4:00-4:45	Where do we go from here?	Brad Herrera WDM PD CFMH
4:45-5:00	Question/Answer, Evaluations, Certificate Presentation and Closing Remarks	Iowa CFMH Coordinators



Phase 1 continued – CFLA

- Tenants shall not engage in criminal activity including drug-related criminal activity (including guests of the tenants)
- Criminal activity definition
- Drug-related criminal activity definition



Phase 1 Continued – Certification

- Grandview Lofts
- VanAcker's MHP, GasLight MHP, and L&B MHP
- Cedar Hills, Cedar Park Apartments
- Clark House, Sunset Park, Hershey Manor
- PTM Properties, Muscatine Plaza Properties, Basulto Properties LLC
- RERA, Vazquez Rentals, GDW LLC



Phase 2 - Crime Prevention Through Environmental Design Survey (CPTED)

- Security Assessment
 - Door, window and lock standards
 - Lighting standards
 - Key Control procedures evaluation
 - Landscape maintenance standards
 - Surveillance
- Ongoing improvements overtime

Phase 3 – Safety Social / Community Awareness Training

- Social gathering put on by property management with Law Enforcement present
- Teaches tenants/residents to recognize criminal activity and how to report it
 - Paraphernalia
 - Drugs
 - Gangs



Paraphernalia

- Needles, scales, pipes



Drugs



Gangs

- Latin Kings
 - Black and yellow
 - Crowns (5 point)
 - Lions
 - Over 15 documented Latin Kings



Completion of all 3 phases

- Full certification permits the right advertise CFMH
- Continued partnership



Benefits of this program

- Stable, more satisfied tenant based
- Advertisement
- Improved safety for everyone



Questions



City of Muscatine

ITEM NUMBER 2023-1174

IN-DEPTH ITEM - CITY COUNCIL

DATE: 6/8/2023

STAFF

Melanie Alexander, Art Center Director

SUBJECT FOR DISCUSSION

Public Art Overview and Recommendations

EXECUTIVE SUMMARY

During its May 16, 2023 meeting, the Public Art Advisory Commission adopted a series of recommendations.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

This informational presentation will highlight those recommendations and share information about the Advisory Commission.

BACKGROUND/DISCUSSION

Background

The Muscatine Public Art Advisory Commission was established July 1, 2019. Its responsibilities and duties, stated in the Muscatine City Code, are to "...promote and encourage programs to further public awareness of, accessibility to, participation in, and support for the artistic and cultural development of the City of Muscatine. The Commission shall coordinate with the City Administrator or the appropriate department on recommendations for the expenditure of available funds for art and cultural activities. The Commission will evaluate gifts of art to be installed on City of Muscatine property and advise City Council on potential sites that can be enhanced by the addition of public art and recommend various proposals for such sites. The Commission shall work with partners (individuals, for-profit businesses, non-profit organizations, other government institutions) to develop proposed projects to be implemented on public property within the City of Muscatine."

Public Art Definition

Public Art is informally defined to include temporary and permanent installations of murals, sculptures, memorials, integrated architectural components, community art, light installations, audio/multi-media features, and digital media.

Mission

The mission of the Muscatine Public Art Advisory Commission is to use public spaces managed by the City of Muscatine to share Muscatine's history, create memorable experiences for residents and visitors, and celebrate the stories of people living in our community.

The Public Art Advisory Commission exists to plan, promote, and encourage programs to further public awareness of, accessibility to, participation in, and support for the artistic and cultural development of the City of Muscatine. While the Public Art Advisory Commission's work is not specifically limited to 2-dimensional or 3-dimensional creations, this group is not responsible for concerts, theater presentations, dance performances, or other staged performances.

ATTACHMENTS

1. Public Art Overview and Recommendations - 2023
2. Public Art Powerpoint June 2023

Muscatine Public Art Advisory Commission
Overview and Recommendations
Adopted – May 16, 2023

Background

The Muscatine Public Art Advisory Commission was established July 1, 2019. Its responsibilities and duties, stated in the Muscatine City Code, are to “...promote and encourage programs to further public awareness of, accessibility to, participation in, and support for the artistic and cultural development of the City of Muscatine. The Commission shall coordinate with the City Administrator or the appropriate department on recommendations for the expenditure of available funds for art and cultural activities. The Commission will evaluate gifts of art to be installed on City of Muscatine property and advise City Council on potential sites that can be enhanced by the addition of public art and recommend various proposals for such sites. The Commission shall work with partners (individuals, for-profit businesses, non-profit organizations, other government institutions) to develop proposed projects to be implemented on public property within the City of Muscatine.”

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The Public Art Advisory Commission exists to plan, promote, and encourage programs to further public awareness of, accessibility to, participation in, and support for the artistic and cultural development of the City of Muscatine.

While the Public Art Advisory Commission’s work is not specifically limited to 2-dimensional or 3-dimensional creations, this group is not responsible for concerts, theater presentations, dance performances, or other staged performances.

Why Public Art?

- Places with strong public art expressions break the trend of blandness and sameness and give communities a stronger sense of place and identity.
- Data strongly indicates that cities with an active and dynamic cultural scene are more attractive to individuals and businesses, aiding in recruiting and retaining the local workforce and businesses.
- Public art can be a key factor in establishing a unique and culturally active place.
- Art humanizes the built environment and invigorates public spaces.
- Public art communicates to both residents and visitors what Muscatine represents.
- Public art draws tourists and helps attract potential residents to the area, improving the wellbeing of local businesses.

- Public art can also prompt reinvestment in neighborhoods by increasing visual appeal and fostering a connection through the sense of place.

Challenges for Public Art in Muscatine

The lack of consistent municipal funding for public art projects is the largest barrier for developing a public art program in the community. Many communities with a successful public art program have implemented a percent for art policy when major capital projects are budgeted. In Muscatine, allocating 1 percent of the cost for the downtown street improvement project, for example, could have provided funding for developing and installing art in the roundabout at Mulberry and Second Street.

Communities with a successful public art program often have a Public Art Master Plan that is developed with input from local residents. The Public Art Advisory Commission gathered community input during the IdeaDash held in November 2021. Expenses associated with the session were covered by a grant secured by the Muscatine Art Center Director. While progress has been made by securing grants and private donations, a regular funding mechanism for public art, as well as fund for developing a Public Art Masterplan, would elevate the quantity, quality, and collective impact of public art projects in Muscatine.

The two city staff liaisons to the Public Art Advisory Commission (Muscatine Art Center Director and Program Supervisor for the Parks and Rec Department) have dedicated their time, expertise, and passion to expanding on Muscatine's public art offerings. As the interest in creative placemaking and public art grows, it will become necessary to create a staff position with specific duties related to public art. Communities with a successful public art program tend to have a part-time or fulltime staff position with specific duties related to public art. While the two city staff liaisons have been instrumental in establishing the Advisory Committee and undertaking a few initial projects, the demands of their respective responsibilities within their departments will limit the potential to make consistent, longer-term progress.

Recommended Action Steps

1. Secure a regular funding mechanism for building upon and maintaining Muscatine's collection of public art.
2. Work with artist Nathan Pierce to complete the installation of *Zenith* in the roundabout at Mulberry and Second.
3. Discuss plans for the Friends of Fairport Fish Hatchery to expand upon their mural on the retaining wall at Hershey and Houser Streets.
4. Finalize the application and process for gifting public art to the City of Muscatine.
5. Create a database of existing public art installations – sculptures, murals, installations, markers, integrated architectural components, community art, and digital media – documenting the maker, title, date, history of the piece, and other details, and photographing each object.
6. Build a virtual tour of public art installations and promote it to the community as well as visitors.
7. Work with City department heads, and leaders within the City, to identify additional locations for potential public art installations and/or treatments.
8. Determine the need for a mural policy pertaining to public and private property within City limits.

9. Create clear rules regarding temporary or permanent modifications to public art owned by the City of Muscatine. This may include obtaining written authorization to clean, seal, or restore murals, sculptures, historical markers, and other objects. This may also include prohibiting private citizens from tampering with public art owned by the City of Muscatine without prior approval.
10. Develop policies and specific processes to shape and implement a range of public art projects.
11. Review proposals related to the gifting or creation of public art proposed for installation on City of Muscatine property.
12. Expanding from the base of the Public Art Advisory Commission, create a community of artists, arts educators, business owners, art patrons, and other art supporters to network and share ideas.
13. Work with partners (individuals, for-profit businesses, non-profit organizations, other government institutions) to develop proposals to be implemented on public property within the City of Muscatine.
14. Continue community engagement work to obtain feedback to further develop priorities for subject matter connected to public art, artistic preferences, locations of public art, and other considerations.
15. Evaluate the feasibility – financial support and human capital – to implement suggestions gathered during the IdeaDash. Suggestions included a staff position of Cultural Resource Director, grants available to artists or arts organizations, a communal workspace with an assortment of tools, artist recognition through annual awards with cash prizes, a residency program to bring outside artists to the community, and incentives or low-cost loans to rehabilitate downtown buildings for use as studio, gallery, or art classroom space.
16. Determine the path for developing a Public Art Master Plan for Muscatine. Through regular community surveys and engagement sessions, the plan should reflect resident wishes as public art projects are proposed or public spaces are identified for enhancement through public art.
17. Identify best practices for public art projects. This may include steps for ensuring local neighborhoods are involved when a project is planned for a specific area. Special attention must be paid to segments of the community that have been traditionally underrepresented, and projects should be considered in light of an imbalance of representation.

Community Involvement and Connecting to Muscatine's Past, Present, and Future

The local community must continue to be involved in the process of setting the direction for public art and providing feedback in response to proposed public art project. In the coming months and years, additional surveying and community engagement sessions should be held to further develop the themes that resonate with residents. For now, the following themes/subject matters have been identified:

- Mississippi River location
- Ancestral Homelands of Kickapoo, Sauk, Meskwaki, Sioux Nations
- Farming/Agriculture, Milling, Logging, Grain Processing
- Button Industry
- Furniture Manufacturing
- Engineering and Innovation
- Alexander Clark
- Mark Twain
- Immigration

- Women Leaders from the Past and Present
- International Connections

Conclusion

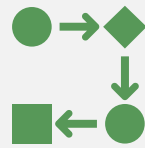
For the Muscatine community to become the vibrant City its citizens envision, funding must be designated for public art, cultural events, and spaces for cultural gatherings. To bolster public art in Muscatine, it is critical to develop an infrastructure that includes management of a public art program and network of artists and supporters through a designated staff position. Public art is done best when the local community is involved, helping to ensure that public art reflects Muscatine's past, present, and future.

Public Art Advisory Commission

OVERVIEW AND RECOMMENDATIONS



Process managed by Public Art Advisory Commission



City of Muscatine leadership staff identified top locations for public art on city property.



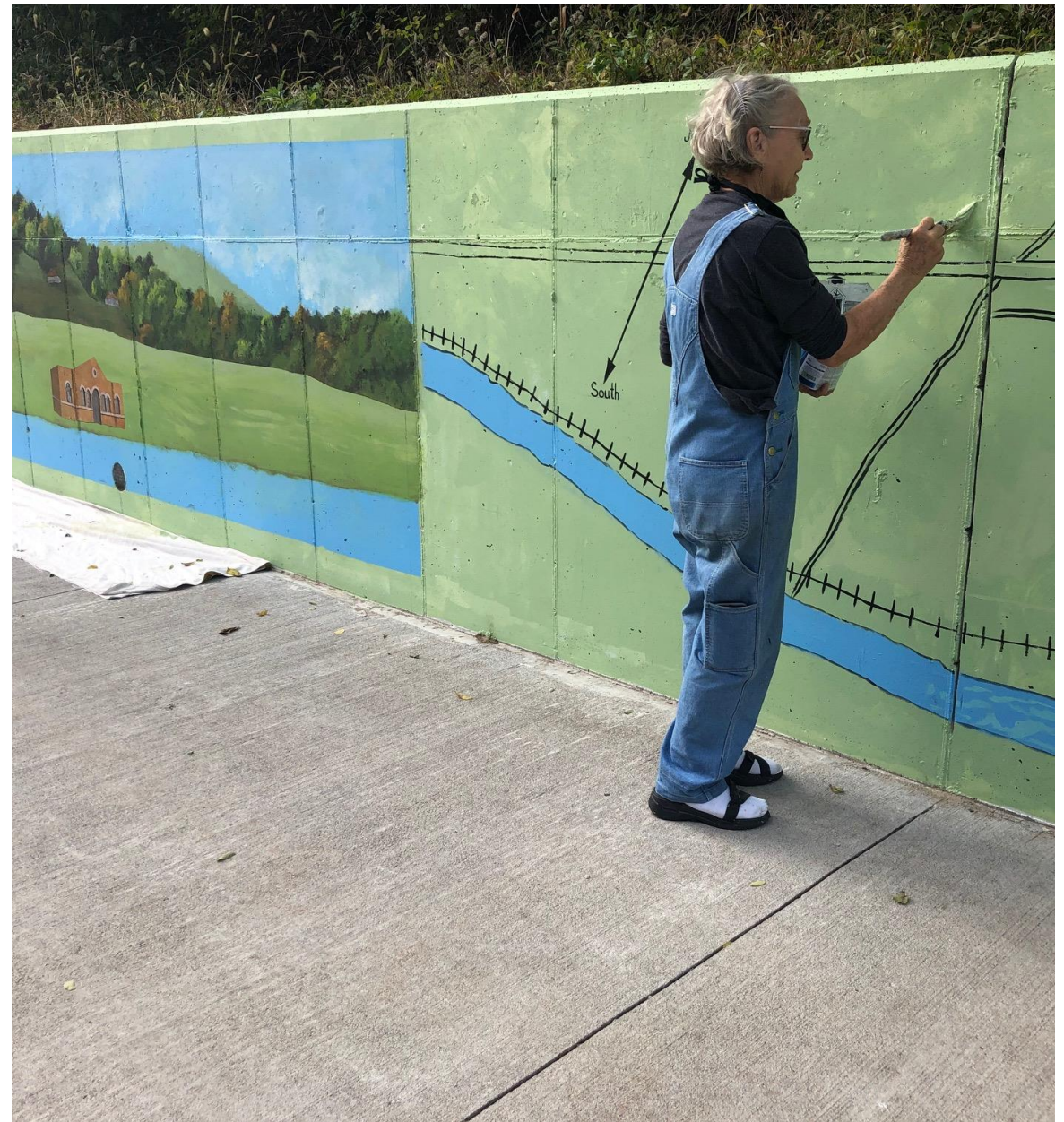
Roundabout as the entryway to downtown.



Retaining walls on the trail along Houser.

Fairport Fish Hatchery Mural

Houser &
Hershey



Request for Qualifications – Phase 1



Artists in Iowa and neighboring states invited to submit qualifications.



Public Art Advisory Commission selected three artists to receive \$750 stipend to create concept.

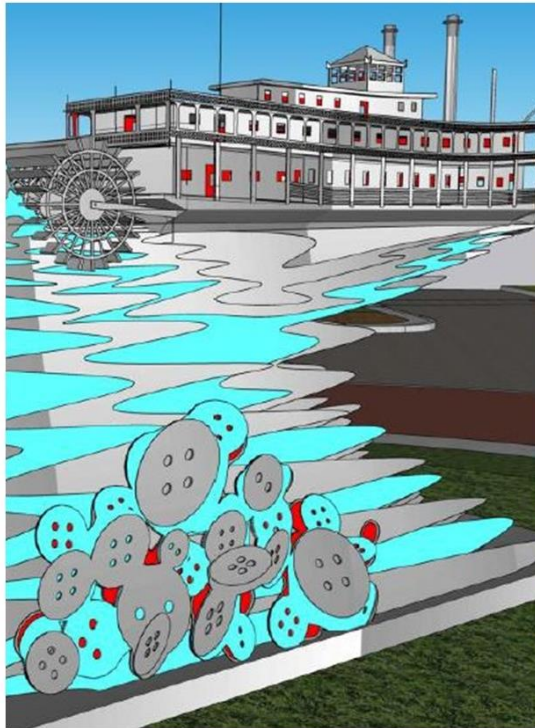


Artists enters into agreement with City of Muscatine and completed concept.

Community Feedback – Phase 2

Cast Your Vote!

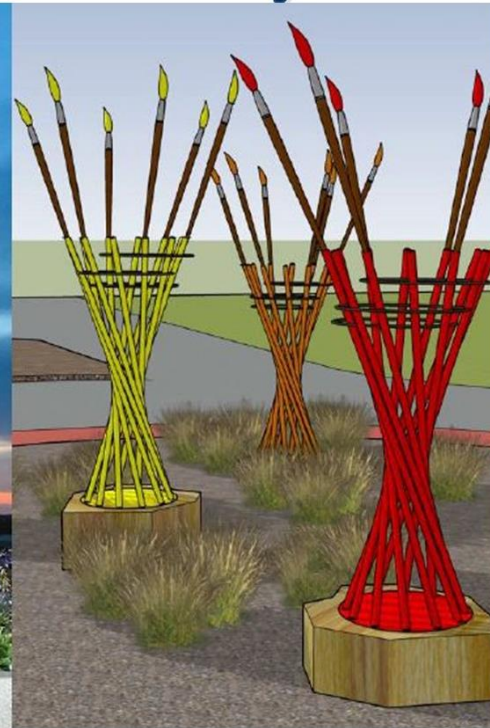
Help select the art installation for the roundabout at Mulberry and Second!



Old Man River by Daniel Miller

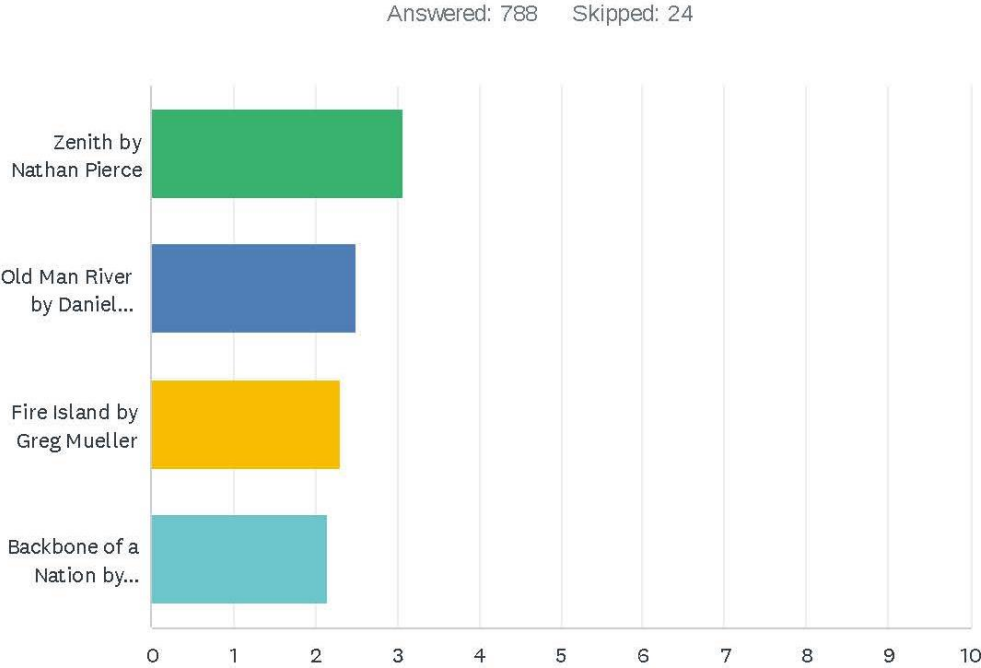


Zenith by Nathan Pierce



Fire Island by Greg Mueller

Q6 Which public art concept is your favorite? Rank your favorite #1, your second favorite #2, your third favorite #3, and your least favorite #4.



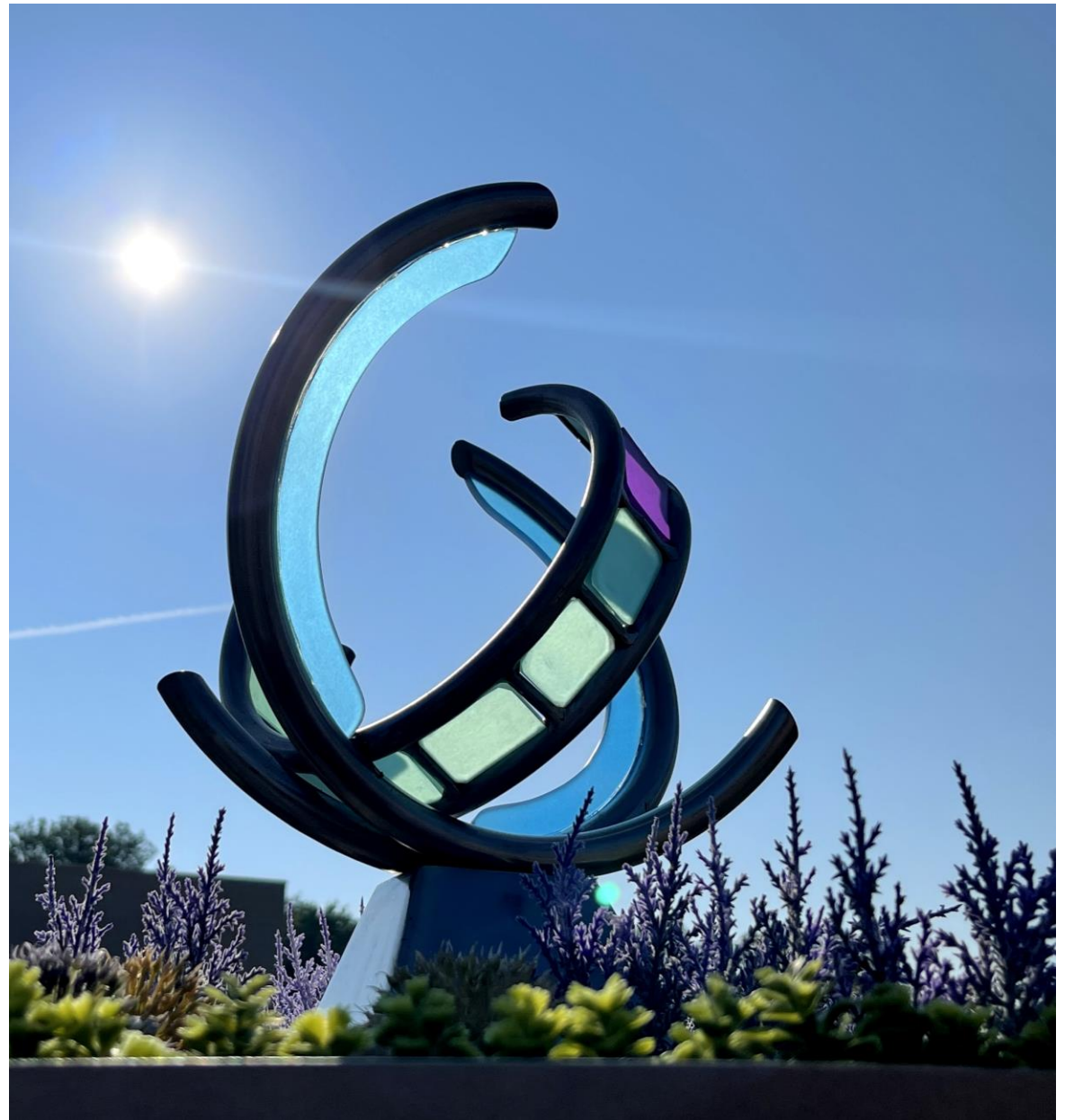
In-Person Voting Results

117 Ballots Cast

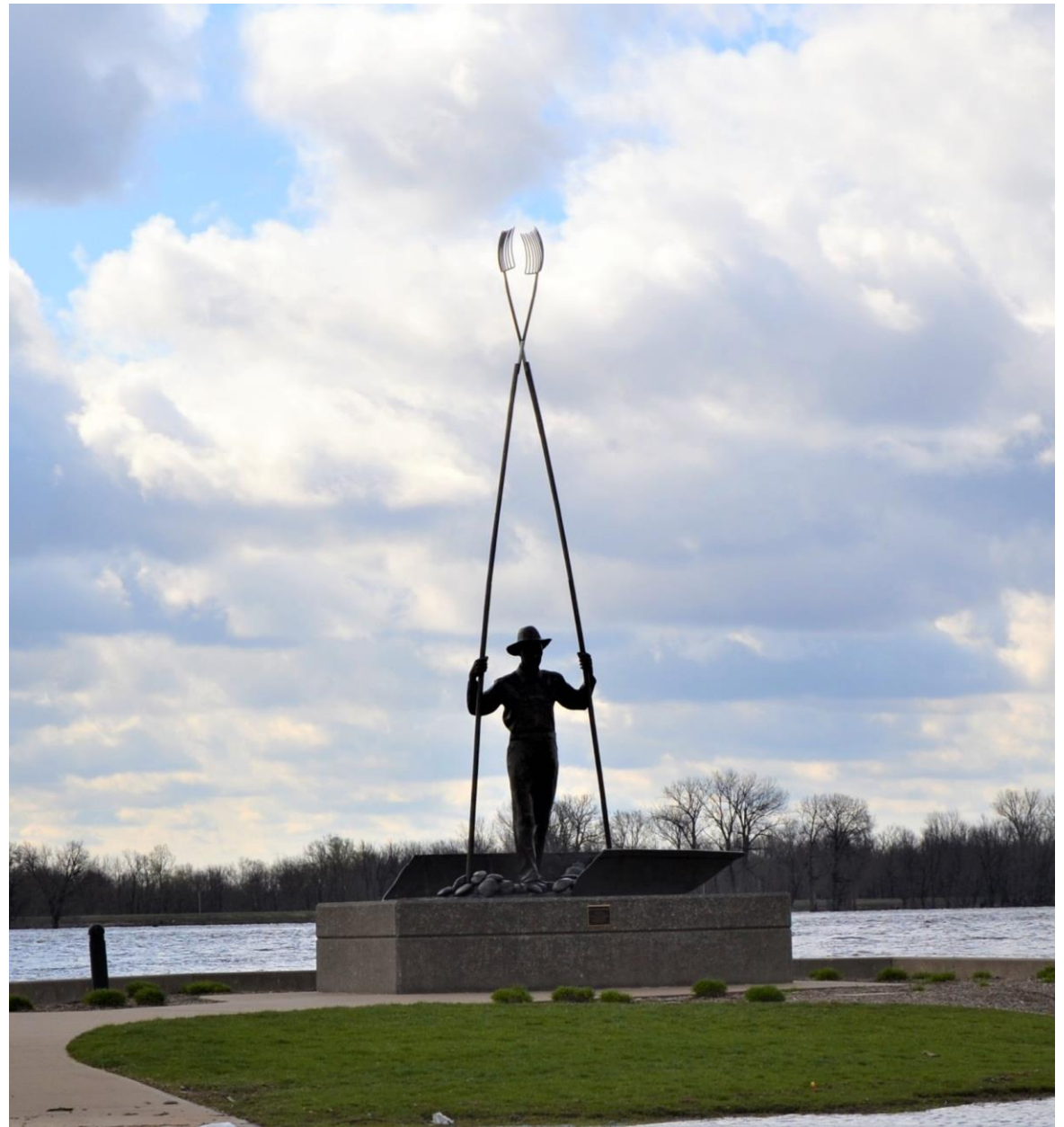
- 50% selected Zenith as top choice
- 32% selected Old Man River
- 12% selected Fire Island
- 6% selected Backbone of a Nation

	1	2	3	4	TOTAL	SCORE
Zenith by Nathan Pierce	52.22% 400	17.89% 137	15.40% 118	14.49% 111	766	3.08
Old Man River by Daniel Miller	27.34% 207	22.32% 169	22.19% 168	28.14% 213	757	2.49
Fire Island by Greg Mueller	13.98% 104	30.11% 224	28.09% 209	27.82% 207	744	2.30
Backbone of a Nation by Daniel Miller	7.97% 59	29.32% 217	33.24% 246	29.46% 218	740	2.16

Public Art
Advisory
Commission
recommends
Zenith, selected
by more than
50% of survey
participants



IdeaDash held
November 16, 2021





Recommendations

- Create a database of existing public art installations.
- Build and promote a virtual tour of public art installations.
- Work with City leadership to identify additional locations for potential public art installations.
- Finalize the application and review process for gifting public art to the City.



Recommendations

- Determine the need for a mural policy.
- Create clear rules regarding temporary or permanent modifications to public art owned by the City.
- Build a broader network of artists, arts educators, patrons, and other supporters to increase support for public art.
- Develop partnerships to implement public art projects on City property.



Recommendations

- Continue community engagement to obtain feedback and generate enthusiasm for public art projects.
- Continue to bring forward best practices by studying programs and projects undertaken in other communities.
- Complete the Mulberry and Second Roundabout Project.



Recommendations

- Secure a regular funding mechanism for building upon and maintaining Muscatine's collection of public art.
- Determine the path for developing a Public Art Master Plan for the City.
- Evaluate the feasibility (financial support and staff resources) of implementing suggestions from the IdeaDash.

Conclusion

For the Muscatine community to become the vibrant City its citizens envision, funding must be designated for public art, cultural events, and spaces for cultural gatherings.

To bolster public art in Muscatine, it is critical to develop an infrastructure that includes management of a public art program with a network of artists and supporters administered by a designated staff member.

Public art is done best when the local community is involved, helping to ensure that public art reflects Muscatine's past, present, and future.



City of Muscatine

ITEM NUMBER 2023-1176

IN-DEPTH ITEM - CITY COUNCIL

DATE: 6/8/2023

STAFF

Nancy Lueck, Finance Director
Carol Webb, City Administrator

SUBJECT FOR DISCUSSION

Central Business District Parking Overview

EXECUTIVE SUMMARY

One of the initiatives, programs, and projects identified as a City Council goal for the upcoming year is to “study the parking system in the central business district and implement identified improvements”. A PowerPoint presentation will be given at the June 8 In Depth meeting that will provide an overview of the parking ordinances and operations, categories of primary downtown parking users, and considerations for updates to parking configurations and equipment. After the presentation, there will be an opportunity for City Council to discuss how to proceed with the study of the current parking operations and the process for planning for updates.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

The PowerPoint presentation is informational and will provide background information to begin to discuss and review the current parking operations and to consider any changes and equipment updates proposed to be implemented.

BACKGROUND/DISCUSSION

1. The PowerPoint presentation on the Central Business District Parking Overview is informational and will provide an overview of:

- A. The City’s parking ordinances
- B. Parking facilities and equipment
- C. The goals of the parking ordinances/enforcement operations
- D. Overview of the current parking enforcement operation
- E. Overview of the fine collection procedures
- F. FY 2023/2024 budgeted revenues of the Parking Enterprise fund
- G. FY 2023/2024 budgeted expenditures of the Parking Enterprise fund

2. Categories of primary downtown parking users
3. Considerations for updates to parking configurations and equipment updates, including budget implications
4. Discussion of how the City Council would like to proceed with the study of the current parking operations and the process for planning for updates

ATTACHMENTS

1. Parking Overview for 6-8-23 In Depth FINAL

City of Muscatine Central Business District Parking Overview

JUNE 8, 2023

NANCY LUECK AND CAROL WEBB



Direction Sought

1. This presentation is informational and will provide an overview of:
 - A. The City's parking ordinances
 - B. Parking facilities and equipment
 - C. The goals of the parking ordinances/enforcement operations
 - D. Overview of the current parking enforcement operation
 - E. Overview of the fine collection procedures
 - F. FY 2023/2024 budgeted revenues of the Parking Enterprise fund
 - G. FY 2023/2024 budgeted expenditures of the Parking Enterprise fund
2. Categories of primary downtown parking users
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City of Muscatine Parking Ordinances

The City Code of Muscatine includes Parking and Parking-related ordinances in:

1. Title 7, Chapter 1 – Administration and Enforcement of Traffic Code, and
2. Title 7, Chapter 9 – Parking Meters and Lots

Select sections of these City Code sections include:

7-1-6 Parking Violations – Uncontested (provides for fine rates)

7-1-8 Parking Violations – Contested (provides for the process for administrative review of tickets and ability to take tickets to court if the tickets are upheld by the Administrative Review Panel)

7-1-7 Administrative Review of Parking Violations (provides for the Administrative Review Panel)

7-9-1 Definitions (various parking-related terms)



City of Muscatine

Parking Ordinances (Cont.)

7-9-4 Zones Established (downtown parking zones listed)

7-9-5 Coin Operation of Meters

7-9-6 On-Street Meters and Rates and On-Street Meter Restrictions (Includes provision that rates are established by Resolution of City Council – the current rates are \$.25 per hour for long-term (up to 10-hour) meters – red capped meters, and \$.50 per hour for up to 2-hour meters.

7-9-7 Municipal Parking Facility Rates – Rates for leased parking spaces in off-street lots set by City Council Resolution – rates vary whether paid annually or quarterly, and whether the space is for a downtown resident (reduced rate)

7-9-8 Hours Meters and Lots to be Operated – Meters enforced from 8:00 a.m. through 5:00 p.m. Monday through Friday except for City holidays

7-9-9 (B) Parking Meter Violations – Unlawful to extend time of meters in excess of time limit for the meter (i.e. 2-hour meters)



Parking Facilities and Equipment

There are 1,399 parking spaces in the Central Business District (including the riverfront parking area) as follows:

666	47.6%	Free Spaces (excluding handicapped spaces listed below)
269	19.2%	Two-Hour Meters
130	9.3%	Ten-Hour Meters
41	2.9%	Handicapped Spaces (also free)
<u>293</u>	<u>21.0%</u>	Leased/Reserved Spaces
1,399	100.0%	Total

There are six off-street parking lots with each consisting of a combination of leased/reserved, metered, and/or free spaces (with time limits):

Lot #1 – Chestnut Street (by Pro Hair) – 19 10-hour meters, 7 leased spaces, and 1 handicapped space

Lot #2 – 2nd and Pine – 16 free up to 4 hours once per day, 5 2-hour meters, 15 10-hour meters, 4 leased spaces, and 1 handicapped space



Parking Facilities and Equipment (Cont.)

Lot #4 – Sycamore and Mississippi Drive – 13 free up to 3 hours once per day, 39 10-hour meters, 40 leased spaces, and 3 handicapped spaces

Lot #6 – West 3rd Clark House Lot – 24 leased/reserved spaces and 1 handicapped space

Lot #7 – East 3rd Across from City Hall – 9 10-hour meters, 149 leased/reserved spaces (of the leased/reserved spaces, the 75 spaces closest to CBI are reserved for CBI for 75 years beginning August 1, 1996 per the Development Agreement with Central State Bank when the bank and the parking lot were constructed – there is no charge to CBI for these spaces)

Lot #8 – off of Cedar Street between 2nd and 3rd Streets – 5 free up to 3 hours once per day, 50 leased spaces, and 2 handicapped spaces

On-Street Leased Parking – on Sycamore between 4th and 5th Street – 19 leased/reserved spaces

Free On-Street Parking – a total of 167 spaces – includes 2nd Street free up to 2 hours once per day in each block, and the free back-in angle parking on Mississippi Drive



Goals of the Parking Ordinances/ Enforcement Operations

The parking enforcement program provides control of the parking spaces in the central business district. This program is intended to ensure that parking restrictions are enforced in order to meet the goals of the program. The primary goal is to provide short-term parking for customers in the downtown business district. The enforcement program is also involved in controlling loading zones, leased parking violations, and other parking regulations in the downtown area.

The downtown landscaping program has added aesthetically to the business district to assist in promoting a healthy economic state in the downtown business district. One-fourth of a Park department groundskeeper position is funded through the Parking fund. The Parks department continues to have responsibility for maintenance and landscaping in the downtown area.



Overview of the Current Parking Enforcement Operation

Two Part-Time Meter Attendants enforce the parking ordinances in the downtown area. Each has a hand-held ticket writer with “electronic chalking” capabilities.

Meter Attendants enter the vehicle information (license number, vehicle make, and color), violation number, space number, etc. in the handheld devices for the parking violations. The time of the ticket is automatically generated from the device. Violations include Expired Meter, Over Time Limit, Loading Zone, Prohibited Zone, and Handicapped violations.

For “electronic chalking” (i.e. 2nd Street with the 2-hour once per day in each block limit) – Meter Attendants enter the same vehicle information into the handheld device. At least 2 hours later they return to the area “chalked” and issue tickets for violators of the maximum time limit. There were 924 tickets issued for over the time limit violations on 2nd Street in fiscal year 2021/2022.

At the end of their shifts, the devices are set to download the tickets for the day and recharge the batteries for the next day.

The Meter Attendants issued 8,337 expired meter tickets in fiscal year 2021/2022. The total number of tickets issued was over 10,000 (which included tickets issued by police officers).



Overview of the Fine Collection Procedures

Individuals may pay their parking tickets in several ways. These include in-person in the Finance department, by putting the ticket and payment in the drop boxes located throughout the downtown area (picked up daily), by mail, or online through the parking payment option included on ticket.

The fulltime Finance Secretary/Parking Coordinator is 50% funded from the Parking enterprise fund. Parking responsibilities of this position include:

1. Applying all payments of tickets to the tickets issued in the parking system.
2. Assisting individuals wanting to appeal their parking tickets; copying appeals (without names), and setting the agenda and times for the Parking Review Panel meetings.
3. Sending notices for unpaid tickets (2 notices are sent before the tickets are forwarded to the County Treasurer's office for collection as part of the vehicle owner's registration renewals).
4. Applying payments collected by the County Treasurer's office (County forwards funds once per month) – a total of \$27,475 in fines was collected through that office in fiscal year 2021/2022; this was 35.7% of the total of \$76,911 in fines collected that year.
5. The Parking Coordinator also manages the leased parking spaces and does the billings (either annually or quarterly), and also coordinates any reports of malfunctioning meters.
6. The Accountant in Finance reconciles payments in the parking system to the amounts recorded in the revenue ledger.



FY 2023/2024 Budgeted Revenues of the Parking Enterprise Fund

The Parking Enterprise fund was established to account for both revenues and expenditures of the Parking Operation with the goal that user fees would fund enforcement and other costs of the system. Major categories of revenues budgeted for 2023/2024 include:

\$ 76,000	Parking fees (parking meter fees)
48,000	Leased parking fees
55,000	Parking fines
1,000	Meter hood rentals (for construction-related use of parking spaces)
<u>300</u>	Interest and misc. revenues
\$ 180,300	Total Estimated Revenues



FY 2023/2024 Budgeted Expenditures of the Parking Enterprise Fund

The 2023/2024 Parking budgeted expenditures total \$192,700 – of this amount \$162,300 is for wages and benefits of parking enforcement part-time staff and other allocated staff as listed below.

\$ 73,577	Part-Time Wages (\$61,358) and Benefits (\$12,219) for the two Meter Attendants
47,454	50% of Wages (\$30,159) and Benefits (\$17,295) for the Finance Secretary/Parking Coordinator
23,022	25% of Wages (\$14,271) and Benefits (\$8,751) for a Parks Groundskeeper position allocated to the downtown area
9,126	10% of the Wages (\$5,661) and Benefits (\$3,465) for a Public Works Equipment Operator for meter maintenance
<u>9,121</u>	5% of the Wages (\$7,340) and Benefits (\$1,781) for the Finance Director for oversight of the Parking operation
\$ 162,300	Sub-Total – Budgeted Wages and Benefits
14,900	Administrative Fees – IT Admin fees (\$4,300) and General Admin Fees (\$10,600)
2,800	Operating supplies including batteries for the meters, uniforms for Meter Attendants, office supplies, etc.

(Cont.)



FY 2023/2024 Budgeted Expenditures of the Parking Enterprise Fund (Cont.)

(Continued)

1,600	Annual parking software maintenance fees
1,700	Meter repairs
2,400	Postage
1,700	Debit/credit card fees (for online payments)
2,200	Replacement meters
<u>3,100</u>	Various other misc. expenses (printing, allocated insurance costs, etc.)
\$ 192,700	Total Budgeted Expenditures



Categories of Primary Downtown Parking Users

Downtown Muscatine has a unique combination of businesses, government offices, professional offices, employers, and downtown residents, with varying parking needs. The current allocation of the 1,399 parking spaces was implemented in 2007 (with minor changes as needed since then) with the goal of balancing the parking needs of the various users.

Short-Term Parking Needs – 2-hour meters throughout the downtown and the free parking on 2nd Street for a maximum of 2 hours once per day in each block address the needs of customers of the various business or offices and encourage turnover in these spaces.

Longer-Term Parking Needs – 10-hour meters, leased spaces, the free back-in angle parking on Mississippi Drive, and the free parking on the riverfront, address the needs of many business owners and employees; it should be noted that some businesses have provided their own parking off of the alleys behind their businesses.

Downtown Residents – The number of downtown residents has been increasing and is expected to further increase in upcoming years. While some of the downtown residents have access to their own parking spaces, others have leased spaces in the City's off-street lots, or look at other options. Often the parking needs of downtown residents are for evening and night hours. The City offers a reduced rate for downtown residents parking in the leased spaces in off-street lots.

Leased Parking – while there is some turnover in leased spaces, over 95% of the available spaces have been leased in the years since the pandemic.



Considerations for Updates to Parking Configurations and Equipment, Including Budget Implications

1. Are there any needed updates to the configuration of downtown parking between 2-hour meters, 10-hour meters, leased parking, and other options to balance the needs of the various downtown parking users? Staff is not aware of any specific changes being requested by individuals or businesses.
2. Any changes proposed would need to keep in mind that businesses evolve and change over time, so changes should not be implemented only for specific current businesses.
3. The need for technology updates for parking meters that can accept multiple forms of payment has been noted by parking users. There would be ongoing costs with this technology upgrade.
4. With the financing of the 2nd Street Streetscaping project (G.O. debt repaid with Tax Increment Funds), the bond financing amount included funds in excess of estimated project costs that could specifically be used for parking meter upgrades, including meters that would accept multiple forms of payment. The 2nd Street project is currently being closed out and the estimated balance of the bond proceeds available for parking meter upgrades is up to \$357,000.
5. While the capital costs of meter upgrades can be funded with the remaining funds in the 2nd Street capital project fund, parking fees (meter and other fees) would likely need to be increased to cover the ongoing increased costs of any changes to the parking operation. These rate changes would be set by Resolution by the City Council.



Direction Sought

1. Is there concurrence of City Council to re-affirm the need for parking enforcement in the downtown area?
2. Is there concurrence of City Council of the need to review the current configurations of parking spaces in select areas in the downtown?
3. Is there concurrence of City Council to continue to balance the needs of businesses, customers, employees, downtown residents, etc. in any changes to be implemented?
4. Is there concurrence of City Council for staff to look at options for upgrading the parking meter technology to allow for multiple forms of payment at the meters?
5. Is there concurrence of City Council that ongoing fees for any technology improvements, or other changes proposed, be funded from increased parking fees?
6. Discussion of how to proceed - staff review of parking configurations?
 - staff review of parking meter technology upgrades?
 - committee be formed to assist in evaluating parking configurations and technology upgrades?

