



Memorandum

Date: July 21, 2020

To: Mayor Mike Bawden
Members of the City Council

From: City Administrator Kent Royster

Re: City Administration Notes (July 14-20)

1. Administrative Summary

- a. Attended (virtually) TIF Conference on 7/16/2020 hosted by ECIA
- b. Met with Chief Burns to discuss capabilities and future plans of RFD
- c. Met with Council Member Adams
- d. GASB 77 Report Completed ahead of schedule
- e. Manor Hill Drive Storm Sewer Jetted and Televised
We asked for the City of Bettendorf's assistance in locating a potential blockage in the Manor Hill Drive storm drain. We were able to locate several blockages. Once we receive the digital copy from Bettendorf it will be sent to MSA-PS for further review.
- f. City Hall Roof Replacement
The project should begin in the next couple of weeks. I have asked for a pre-construction meeting three days before work begins so we can prepare staff, and Fire Department for any inconveniences that may occur.
- g. Sheriff calls for Riverdale for the month of June
123 Checks 4 Other

2. City Park Drawings Resolution # 2020-59

This request is for a rendering of all existing parks within Riverdale. This will establish a baseline for further park improvement discussions. The cost is 6,700.

3. Davey Tree Service Proposal Resolution # 2020-60

This resolution is for the removal of all brush and trees along the westside of Bi-Centennial Park. Initially, we would like to remove all the trees along the fence line. The quote is divided into two sections. I am seeking approval for entire project cost of \$3,800. Recent storms have made this vendor reluctant to commit to a start date.

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4. Employee Health Benefit Plan Resolution #2020-62

I have researched health insurance options for full-time employees. I feel the best fit for our organization is an insurance instrument called a QSEHRA. The cost is \$400 annually expense in Administration costs. QSEHRA will be fully funded through the employer contributions. QSEHRA acts much like a HRA, in that the employees submit eligible health care expenses. The employees will submit medical related bills to a TPA (for HIPPA reasons) and will be reimbursed through the City Accounts. The City will accrue the expense on a monthly basis with a maximum of \$450 per month per employee for an annual total of \$5,400 per employee. If the City/employees are not happy, we have the option to opt out after a 90 day waiting period.

5. Motion 6.2 COSESCO Ordinance

The COSESCO permit is part of NDPEs permitting program. COSESCO permit allows a developer to assist the builders having drainage control issues on the builder's site. I have attached a sample permit. I have several sample COSESCO ordinances. This permit will also assist us in building and zoning issue that can occur in large scale projects.

6. IPERS Compliance Report

Staff recently completed a Compliance Review for IPERS. The review resulted in a couple small tasks that staff will need to research and complete in a timely manner.

7. Scheduled Mid-Year Reviews with Quercus

The meeting is scheduled for Friday July 31, 2020 at 8:15. If you know of areas for improvement or areas that you are pleased with let me know so I can pass those on. If you need to schedule a time to drive with me to look at the areas that need improvement; just let me know.

Quercus will also be available for an Invasive Species Community walk on July 31, 1:30 starting at City Hall.

8. Scheduled Mid-Year Review with S & R

The meeting is scheduled for Friday August 7, 2020 at 10:30. If you know of areas for improvement or areas that you are pleased with let me know so I can pass those on. If you need to schedule a time to drive with me to look at the areas that need improvement; just let me know.

9. Fire Department Ventilation

The project was completed the week of July 13.

10. Air Compressor Repair Update

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The vendor is working on the compressor and we are waiting for further word from the vendor.

11. Tree Management Update

I made initial meeting with Davey Tree Service to discuss an implementation strategy and cost concerns regarding a multi-year tree management plan.

12. Playground Barrier Requirement

Research has led me to report to you that the National Program for Playground Safety, based in Cedar Falls, IA, strongly recommends that playgrounds have a barrier around the playground to ensure the safety of children playing in the playground. The barrier can be a fence, a row of bushes a simple dirt mound. A great example would be Veterans' Park in Bettendorf.

As always it is a pleasure to be in Riverdale. Please let me know if you have any questions.

Respectively Submitted,
Kent Royster