



Memorandum

Date: August 6 2020

To: Mayor Mike Bawden
Members of the City Council

From: City Administrator Kent Royster

Re: City Administration Notes (July 21- August 6)

1. **Administrative Summary**

Since your last council meeting:

- 1) Meeting with Bettendorf Mayor and City Administrator Ploehn to discuss the MRT (x2)
- 2) Met with MSA-PS to revise the Park Rendering Quote
- 3) Attended a Video Conference regarding Project Management and Financing
- 4) Worked on Nuisance Issues at 1052 Valley Dr and Vicious Dog complaints
- 5) Met with John Harrington, Mayor and Chris Cooper regarding relocation of connector route
- 6) Worked with MSA, IDOT on Haven's Acre Fence Project
- 7) Coordinated with Haan Roofing Contractors
- 8) Working through Management of Health Care program.
- 9) Coordinated with McClure on Smoke Testing State Street Sanitary Sewer
- 10) Contacted Bettendorf Public Works regarding Construction Update for Woods Subdivision
- 11) Contacted IEDA regarding refunding on CDBG and a potential close-out
- 12) Working on COSESCO permit and Builders' Packet
- 13) Contacted Consultant Cash Flow Analysis and Expense Tracking for Woods Subdivision
- 14) Re-scheduled Invasive Species to ensure that we had maximum participation

2. **MRT Fence Update**

As of August 5, the construction has started on the MRT fence project. The temporary snow fence came down August 2nd. Construction management is being performed by MSA. Chris Cooper has assured me that on August 10th the Fence will be fully operational.

Administrative Summary

August 6, 2020

3. Roofing City Hall

Construction will start August 14th and will be completed over the weekend. The delay is being caused COVID related metal delays.

4. Update on Inspecting Joint Sanitary Sewer Interceptor Line

Per McClure engineering, the were out making sure the manholes were able to open and assessing potential traffic control needs but we are still waiting on one of our smoke blowers to be repaired. We want to use two due to the size of the interceptor line and needing to get good pressure.

COVID is causing delays in metal deliveries. Either way I will let you know when we have that equipment and are preparing to hang door notifications along the alignment to coordinate other needs prior to smoking.

5. Update Employee Health Benefit Plan Resolution #2020-62

I have been with contact with our TPA. September 1, 2020 is goal start date.

6. Update Davey Tree Service Proposal Resolution # 2020-60

Tentive start date is October 1, 2020.

7. Update COSESCO Ordinance

Ordinance and permit will be sent to the Attorney for his review by no later than August 7, 2020.

8. IPERS Compliance Report

One remaining deficiency. An agreement with your Janitorial Service will be completed by no later than September 8th, 2020.

9. Scheduled Mid-Year Reviews with Quercus

I received no comments regarding performance for this contractor. The Quarterly Review is scheduled for 8:15 am on August 7th. The Invasive Species walk is scheduled for Friday August 7, 2020 1:00 PM

10. Air Compressor Replacement Update

Assistant Brian Ballard will be giving a presentation to council.

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

Respectively Submitted,
Kent Royster
City Administrator