



Memorandum

Date: October 9, 2020

To: Mayor Mike Bawden
Members of the City Council

From: City Administrator Kent Royster

Re: City Administration Notes (09/18/2020-10/07/2020)

Daily Items:

09/23- Meeting with Matt Schmidt, Director of Operations for SCC to discuss Joint Mowing, Communications between SCC and the City of Riverdale, Joint Construction of Maintenance Building, and Drainage Issues

09/24- Bi-State Regional Commission Trail Meeting

09/24- Planning and Zoning Meeting

09/30-Recovery Scope Meeting with FEMA

10/01- Ray Palczynski, Illinois Fire Training Institute

10/01- Bi-State Regional Commissions Virtual Managers' Meeting

10/05- Site Meeting Planning & Zoning re: 1052 Valley Dr

10/06- Election Meeting with Roxanne Mortiz, Scott County Auditor

10/17- Fall Clean-up

10/25-Potential Open House at Fire House per Brian Ballard

1. **Update regarding 28E Agreement with Bettendorf**

I was notified on 10/7/2020 that Bettendorf does NOT want to renew its 28E Agreement for Snow Plowing. I was told that this is directly related to the closing of the gate on Kensington. They will honor the current agreement until November 11th, 2020.

In addition, they may be cancelling the 28E Agreement covering Engineering and Construction Supervision of Woods Estate. This agreement is one of the keys to the current success that the Woods Subdivision is having.

I am currently investigating a replacement contractor or a new 28E Agreement.

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2. CDBG

According to the Mayor there are thirty (30) meals remaining. Once those are used, we will hold another Public Hearing. And, submit the re-imbusement requests.

3. Roofing City Hall

This project is closed. We received the final reimbursement.

4. Employee Manual Review

I have completed the first draft. I am awaiting further instruction.

5. Janitorial Contract

I was informed by the IPERS audit that the City should have a written formal contract. I have drafted a contract and met with existing vendor. I am awaiting further instruction.

6. FEMA Reimbursement for the August 10th Derecho

Currently gathering the required information. The reimbursement process will be long and filled with paperwork.

7. COSESCO Permit Ordinance

I have met with the City Attorney and he advised that we stay with the SWPP for Small Residential Construction Sites. Rather than change to COSESCO Permit. If you prefer to change COSESCO permit; please advise.

8. Fall Clean-up

Fall Cleanup will be held October 17th. We will be picking white goods/appliances. The Mayor is working on a e-waste pick up. For now, e-waste it can be taken to 5650 Carey Ave. Davenport, IA 52807.

9. Planning and Zoning Meeting

The Planning and Zoning Commission met on September 24th. They discussed a proposed R-3 zoning classification. Seth Woods formally requested name changes for Woods Subdivision. And, set another meeting for November 4th, 2020 at 7 pm.

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They requested revised Final Plats with the new names and City Hall has requested a new address map. At the next meeting we will address the Urban Revitalization Plan and the Comprehensive Plan.

10. 1052 Valley Drive

I requested that Tim Huey, Director of Planning and Zoning and our Building Department review the dangerousness and inferiority of building. It has been posted and will take the correct path via Scott County Planning and Zoning.

11. RDA Grant

I recently submitted a grant request for the Air Compressor. I am not very confident in the submittal. For a variety of reasons, mainly the parameters of RDA grant submittal rules this year.

12. Mowing Contract/RFP

Riverdale's current Mowing contractor S&R Landscaping is seeking to renew its contact. I have drafted a sample RFP or contact. It can easy be changed. I have not heard any complaints or suggestions regarding the service from Council. I would like some guidance on terms of a new contract or RFP.

As always it is pleasure to serve the City of Riverdale. Should you have any questions regarding this or anything else; do not hesitate to contact me.

Kent D. Royster

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Timothy Huey
Director

Notice of Determination of a Dangerous and Substandard Building

October 5, 2020

Lori A. Bahnks
1052 Valley Drive
Riverdale, Iowa 52722

RE: Notice of Determination of a Dangerous and Substandard Building at 1052 Valley Drive, legally described as Lot 4 of Manor Hill Subdivision Riverdale, Iowa.

Dear Ms Bahnks:

This letter is to serve as official notice that as the Building Official for the City of Riverdale, I have determined that the residence 1052 Valley Drive, is a dangerous and substandard building and must be repaired or demolished. Under Section 104.3 Right of Entry of the International Property Maintenance Code (IMPC), adopted by reference as part of City of Riverdale Code, the Building Official has the right of entry into the premises for the purpose of inspection to make a determination on the status of the residence.

My determination is based on Section 108.1.5 (1.-11.) Dangerous structure or premises of the IMPC that the residence has substantially deteriorated to the extent that the condition of the structure is less than the minimum requirements of the City of Riverdale Building Code and is therefore considered dangerous.

You are hereby notified that this residence has been declared dangerous and substandard. The building must be secured against entry by the general public, be posted as a public nuisance and if not repaired within a reasonable amount of time will be ordered to be demolished.

If you have any questions I can be reached at 326-8643.

Sincerely,

Timothy Huey

Scott County Planning Director and City of Riverdale Building Official

XC: Kent Royster, City Administrator, City of Riverdale