



Memorandum

Date: December 2, 2020

To: Mayor Mike Bawden
Members of the City Council

From: City Administrator Kent Royster

Re: City Administration Notes (11/24/2020-12/2/2020)

Daily Items:

11/23/2020 City Hall is Closed per Mayor's Directive
11/26/2020 Thanksgiving -HOLIDAY
11/27/2020 Day After Thanksgiving- HOLIDAY
12/01/2020 Meeting with Chris Cooper
12/02/2020 Scott County Flood Risk Committee
12/16/2020 Joint Use Sewer Technical Committee
12/24/2020 City Hall Christmas Eve Day -HOLIDAY
12/25/2020 City Hall CLOSED Christmas Day-HOLIDAY
01/01/2021 City Hall CLOSED New Years' Day-HOLIDAY

1. Update: Administrative Plan in Order to combat the Spread of Corona Virus

Currently, I am in the office for about 6 or 7 hours. I am receiving calls on my phone for residents and responding to emails at home for the last two hours of the day.

2. Ordinance 2020-03

Council briefly discussed this Ordinance last week. To summarize the Ordinance, turns over responsibility of what is currently the property owner's waterlines to Iowa-American Water. We were told that this will need to happen as waterlines break. Therefore, it will take a number of years to complete the conversion.

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3. Update: Cleaning and Televising Drainage Lines Behind Manor Drive and Circle Drive

Attached you will find a letter that will be sent out December 9th to the property owners in question. If you have any questions regarding the letter please give me a call.

4. 1052 Valley Drive

This project has been impacted by a recent retirement at Scott County Planning and Zoning Department. I will need to meet with new Director of Planning and Zoning once one is found. In addition, I may discuss with Mr. Macek.

5. Lawsuits

Please contact me for an update.

6. FEMA Reimbursement for the August 10th Derecho

We have moved to the re-imbursement stage. I have a resolution asking for permission for the Mayor to sign the request. Recently, I have had a council member email me pictures of trees that should have been included in the grant request. We are requesting \$18,000 in reimbursement.

7. Meals-To-Go Reimbursement and Re-funding

I received word on Friday, December 5th the Iowa Economic Development Agency is going to look into refunding the grant. I am still working with IEDA staff on reimbursement.

8. Salt & Snow Plowing

The Concrete Blocks are scheduled to be delivered on December 7th. S & R will place will build the structure and secure the salt. And salt delivery will take place the morning of the December 8th.

9. Scott County Flood Risk Review Meeting

On December 2, 2020 FEMA and IADNR released its DRAFT Floodplain Maps. The biggest impact for this community is several homes in the Havens' Acres neighborhood COULD be taken out of the floodplain. I would like this link to sent out to the individuals within the Haven Acres neighborhood. Our resident engineer Anthony Heddlesten would like to have a neighborhood meeting to explain the impacts of the PROPOSED new floodplain maps may have on Havens' Acres.

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Here is a link that may assist a property owner locate their need for Flood Insurance:

<https://iowadnr.azurewebsites.net/>

10. Watermain Break at Fenno Road

On November 30 there was a major watermain break on the Fenno Road Hill about 100 yards up the hill. Chris Cooper, recommended that we core the road to investigate the severity of the situation. I sent that report to you on Friday morning.

We are currently investigating options for rerouting traffic. Including but not limited to diverting traffic through the Lauritzen property on to the SCC property and onto the College Drive by the creation of a temporary roadway.

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

Thank you,

Kent D. Royster

Administrative Summary

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November 30, 2020

Dear Residents,

At the November 24, 2020 Council City Meeting for the City of Riverdale it was decided that the City will investigate blockages with the sump pump drains that run northwest from 234 Manor Drive to Fieldcrest Drive manhole.

The process of investigation will include jetting and televising. Sewer jetting is a method of cleaning out sewers and drain lines by using high-pressure water streams through specialized jetting nozzles to dislodge and clear obstructions, as well as perform regular maintenance to prevent sewage backups. During jetting, backflow could occur. In the event the City wishes to proceed with this project, we are concerned with damage to private property because of this activity.

We must have consensus from all affected property owners. The City would like to proceed with this project before the end of the year.

We are asking for you to agree to the following.

1. Unencumbered access to the sump pump drains in your backyards. The City's contractor will do the best he can to leave the land undisturbed. If damage is done, the City will return the property to pre-activity status.
2. We are asking you to sign the attached Temporary Easement Agreement and the Hold Harmless Agreement. In order to proceed we must have consensus among all the affected property owners.

Should you have any questions regarding this project please contact me at (563)949-9350.

Sincerely

Kent D. Royster
City Administrator