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December 14, 2018

AUTUMNWOOD PROPERTY OWNERS ASSOCIATION, INC
PO BOX 312
Ottawa, IL 61350

Re: Storm Water Basin Maintenance

To AUTUMNWOOD PROPERTY OWNERS ASSOCIATION, INC:

Today, I'm writing to you in regards to storm water detention/retention basin/structure on your property at Autumnwood Subdivision in Ottawa. Storm water basins are an important part of storm water management both in Ottawa and for properties upstream and downstream. The City of Ottawa has the responsibility to assure that all basins (approximately 70) in the City are properly maintained and functioning properly.

During the fall of 2018 storm water basins and structures throughout the City of Ottawa were inspected. Inspections focused on the overall maintenance of the basins. Paying particular attention to proper mowing and vegetation management to insure that basins are not overgrown with weeds, trees and debris. Also inlet(s) and outlet(s) were checked to verify they were clean and functioning properly.

Fall and winter can provide a good opportunity to mow and clear overgrowth that has crept into some basins and to conduct routine maintenance. We are notifying you to advise you that the inspection this fall identified the following maintenance concern(s) with the above listed storm water basin:

Cut trees and vegetation from areas around inlets and outlets; remove cuttings from basin. Remove debris from grate over outlet control structure.

Since these inspections were done in October and November, these issues may have already been addressed. If that is the case, please feel free to disregard this letter. If maintenance is still required, we are seeking your cooperation in addressing the above listed concern(s). A follow up inspection of the basin will be conducted in late spring/early summer of 2019.

Also please let us know if we have the most current and appropriate contact for these types of issues. We thank you your cooperation. Feel free to contact me if you have any questions or need further information.

Sincerely,


Mathew W. Stafford, CFM

Code Enforcement Official

mstafford@cityofottawa.org

815-433-0161 ext. 230

Storage Basin Maintenance - Inspection Report

Basin ID #: 003BDO1 Location Description: Autumwood (basin)
Inspected by: RMS Type of Inspection: Routine Complaint Storm Event
Date: 10-18-18 Time: 1:40 Weather: 55° Sunny

General Observations:

Is water flowing? Yes No Standing water? Yes No Depth: Comments: thru ocs
If water is present, note any pollution: None Foam Scum Oil Sewage
If water is present, note any odor: None Musty Sewage/Septic
If water is present, note the clarity: Clear Cloudy Opaque Color:
Erosion? Yes No Location:
Trash? Yes No Location:
Sedimentation? Yes No Location:
Obstructions? Yes No Location:
Structural Problems? Yes No Location:

Basin Conditions:

Do the basin sides, slopes or bottom show signs of settling, cracking, etc? Yes No
Comments:
Do the embankments, emergency spillway or side slopes show signs of erosion or instability? Yes No
Comments:
Is there evidence of encroachment or improper use of the basin? Yes No
Comments:
Do vegetated areas need mowing? Yes No
Comments:
Do vegetated areas need re-vegetation? Yes No
Comments:
Do vegetated areas need thinning? (cattails, reed grasses, trees, brush) Yes No
Comments: throughout

Structural Components:

Are pipes/inlets going in/out of the pond clogged or obstructed? Yes No
Comments:
Is the outlet control structure free of debris and functioning properly? Yes No
Comments: debris over top of grate
Is the outfall downstream of the basin functioning properly? Yes No
Comments:
Does it appear that any buildings/structures may be impacted by improper maintenance of the basin?
 Yes No Comments:

Follow up required? Yes No Specify on Corrective Action form



Outlet control structure, facing northwest