

STREET SWEEPING POLICY

I. PURPOSE AND NEED FOR POLICY

The City of New Prague believes that it is in the best interest of the residents for the City to assume basic responsibility of sweeping on city streets. Reasonable sweeping is necessary for vehicle and pedestrian safety, street maintenance, surface water quality and environmental concerns. The City will provide such service in a cost-effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use City employees, equipment and/or private contractors to provide this service. Completion dates are dependent on weather conditions, personnel and equipment availability. The Maintenance Supervisor or his/her designee will be responsible for scheduling of personnel and equipment.

II. POLICY

- A. Spring sweeping of snow and ice control aggregate will begin when streets are significantly clear of snow and ice, usually late March or early April, after the significant risk of later snowfall has passed. Priority will be given to areas draining into the higher priority water bodies as determined by the City's Surface Water Management Plan.
- B. Sealcoating is a surface application of an asphalt emulsion followed by a layer of small aggregate that protects the pavement from the deteriorating effects of sun and water plus it provides increased surface friction. Sealcoat sweeping will be completed within fourteen (14) days of application. Additional sweeping of sealcoat aggregate may be performed on an as needed basis.
- C. Fall sweeping will commence as soon as a sufficient quantity of leaves has dropped from the trees to make it cost effective. Priority will be given to areas draining into key water resources as determined by the City's Surface Water Management Plan Chapter 2.4 and to areas with greater accumulations of leaves. Overall sweeping priorities will be established based on the goal of removing the greatest quantity of leaves possible, so some streets may be swept twice prior to other streets being swept for the first time. The goal will be to sweep all the streets, but the onset of winter weather may make it impossible to achieve this goal.
- D. Key water resource areas (as described in Chapter 2.4 of the Surface Water Management Plan) will be swept on a priority basis throughout the year as shown in the Surface Water Management Plan.
- E. Environmental/general sweeping will be performed on an as needed basis.
- F. Erosion/siltation dirt & debris cleanup from construction projects is the responsibility of the developer, contractor or property owner. Except in cases of emergency the streets shall be cleaned and swept with twenty-four (24) hours of notification. If the streets are not swept within the specified time allowed or in the case of an emergency, the City may sweep the street and the responsible party will reimburse the City of all associated costs.
- G. Citizen requests for sweeping will be evaluated and the Maintenance Supervisor will determine the priority.

III. PROCEDURE

Sweeping is a slow process with average gutter line speeds for the first sweeping in spring that can be as slow as 2 to 3 miles per hour. The City will sweep with its own equipment and manpower, or contract services. Normally center lines are swept after gutter lines are cleaned. Equipment may include mechanical, vacuum or regenerative air sweepers.

The City has classified City streets based on the street function, traffic volume, impact on water quality and the environment, and the importance of the welfare of the Community. Accordingly, sweeping routes will be designed to provide the maximum possible benefit to higher volume and water quality sensitive areas.

Sweeping operations will be conducted when weather conditions permit. Factors that may delay sweeping operations include: temperatures below 32°, wind, rain, snow and frozen gutter lines.

Sweeping operations are performed in conjunction with and can be impacted by other maintenance operations. Sweeping operations will normally be conducted Monday – Friday, from 7:00 am to 5:00 pm. Extended work days and shift changes may be utilized for spring cleanup or emergency sweeping to provide maximum efficiency.

The City will sweep trails and sidewalks on collector and arterial streets once in the spring after the risk of snow has passed and are clear of snow and ice or on an as needed basis.

Sand, sealcoat rock, or other dirt and debris on the street can create a potentially dangerous condition for vehicles, motorcyclists, bicyclists and pedestrians. It would not be practical or effective to sign all streets for potential dangerous conditions. During sealcoat or milling operations, warning signs indicating loose rock will be placed on each end of collector and arterial streets or other appropriate areas where needed. These signs will remain in place until the street has been swept. Employees will follow all work rules, OSHA regulations, and Federal and State laws to ensure a safe sweeping operation.