

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
OCTOBER 6, 2020
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
6:00 P.M.

A video recording of the Committee of the Whole meeting will be available online and linked on the City's website within 48 hours of the meeting's date and time. During Jackson County's Recovery Plan, the City of Raytown has chosen to continue to follow the County's social distancing guidelines and other recommendations. The public may attend under the following guidelines:

- All attendees (Board/Staff/Public) will use the main entrance door.
- Temperature will be taken prior to entrance into the building.
- Masks are required, per the modified Phase 2 guidelines of the Jackson County Recovery Plan. Masks will be provided to those without a personal mask to wear.
- Seating limited. Approximately six (6) seats will be available for the public to attend.
- Limited access to dais/table for Aldermen and Staff.

1. Approval of the August 18, 2020 Committee of the Whole meeting minutes.

2. Snow Operations Presentation

Point of Contact: Jose Leon

ADJOURNMENT

MINUTES
RAYTOWN BOARD OF ALDERMEN
COMMITTEE OF THE WHOLE
AUGUST 18, 2020
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
6:00 P.M.

Mayor Michael McDonough called the August 18, 2020 Committee of the Whole meeting to order at 6:03 p.m.

Roll Call

Roll was called by Russ Petry, Finance Director, and the attendance was as follows:

Walters, Hunt, Myers, Emerson, MJVB, Mims, Ward

Aziere, Greene, BVB

Present: Alderman Greg Walters, Alderman Ryan Myers, Alderman Mary Jane Van Buskirk, Alderman Bonnaye Mims, Alderman Derek Ward

Absent: Alderman Jim Aziere, Alderman Jason Greene, Alderman Bill Van Buskirk

1. Approval of the August 11, 2020 Committee of the Whole meeting minutes.

Alderman Mims, seconded by Alderman Mary Jane Van Buskirk, made a motion to adopt. The motion was approved by a vote of 7-0-3.

Ayes: Aldermen Mims, Mary Jane Van Buskirk, Hunt, Walters, Emerson, Myers, Ward
Nays: None

2. Departmental Budget Presentations:

Court

Traci Fann, Municipal Judge

Traci Fann, Municipal Judge, presented the item and remained for any discussion.

The item was discussed.

City Wide, Governing Body, Administration, Law, Risk Management

Damon Hodges, City Administrator and Russ Petry, Finance Director

Damon Hodges, City Administrator, presented the item and remained for any discussion.

The item was discussed.

Public Works, Transportation Sales Tax, Capital Sales Tax, Stormwater Fund, Sewer Fund

Jose Leon, Public Works Director and Russ Petry, Finance Director

Jose Leon, Public Works Director, presented the item and remained for any discussion.

Alderman Aziere joined the meeting at 6:35 p.m.

Alderman Greene joined the meeting at 6:38 p.m.

The item was discussed.

Alderman Bill Van Buskirk joined the meeting at 6:45 p.m.

Discussion continued.

Alderman Myers, seconded by Alderman Mims, made a motion to table the departmental budget presentations until after the Board of Aldermen's Regular Session. The motion was approved by a vote of

Ayes: Aldermen Greene, Bill Van Buskirk, Hunt, Mary Jane Van Buskirk, Aziere, Mims, Walters, Emerson, Myers, Ward
Nays: None

The meeting adjourned at 6:55 p.m. until after the Board of Aldermen's Regular Session.

The meeting reconvened at 7:50 p.m.

Jose Leon, Public Works Director, continued the presentation of the Public Works, Transportation Sales Tax, Capital Sales Tax, Stormwater Fund and Sewer Fund budgets.

Discussion continued.

Police and Public Safety Sales Tax
Chief Kuehl, Raytown Police Department

Chief Kuehl presented the item and remained for any discussion.

The item was discussed.

ADJOURNMENT

Alderman Ward, seconded by Alderman Mims, made a motion to adjourn. The motion was approved unanimously.

The meeting adjourned at 9:15 p.m.

RAYTOWN PUBLIC WORKS SNOW OPERATIONS

BOARD OF ALDERMAN PRESENTATION



GOALS AND OBJECTIVES

Goals:

- Provide reasonably safe driving surface.
- Provide a cost-effective product.
- Provide a timely delivery of products and services.
- Keep our staff safe and healthy.

Objectives:

- Treat streets as needed with the right type and amount of material.
- Clear the streets curb to curb.
- Ensure we have plowed/treated as prescribed all streets.
- Respond to customer concerns in a timely manner.
- Work the plan to make sure we are being as efficient as possible. Don't jump around.



THE RESIDENTS OF
OUR COMMUNITY
COUNT ON US

WE ARE RESPONSIBLE FOR TREATING AND MAINTAINING 331 LANE MILES OF ROADWAYS INCLUDING OVER 100 CUL-DE-SACS



MAPPING WITH SECTIONS
AND THE STREETS AS
PRIORITIZED TO HELP KEEP
THE FLOW OF TRAFFIC.

RED: PRIMARY
GREEN: SECONDARY
BLUE: HIGH PRIORITY
RESIDENTIAL

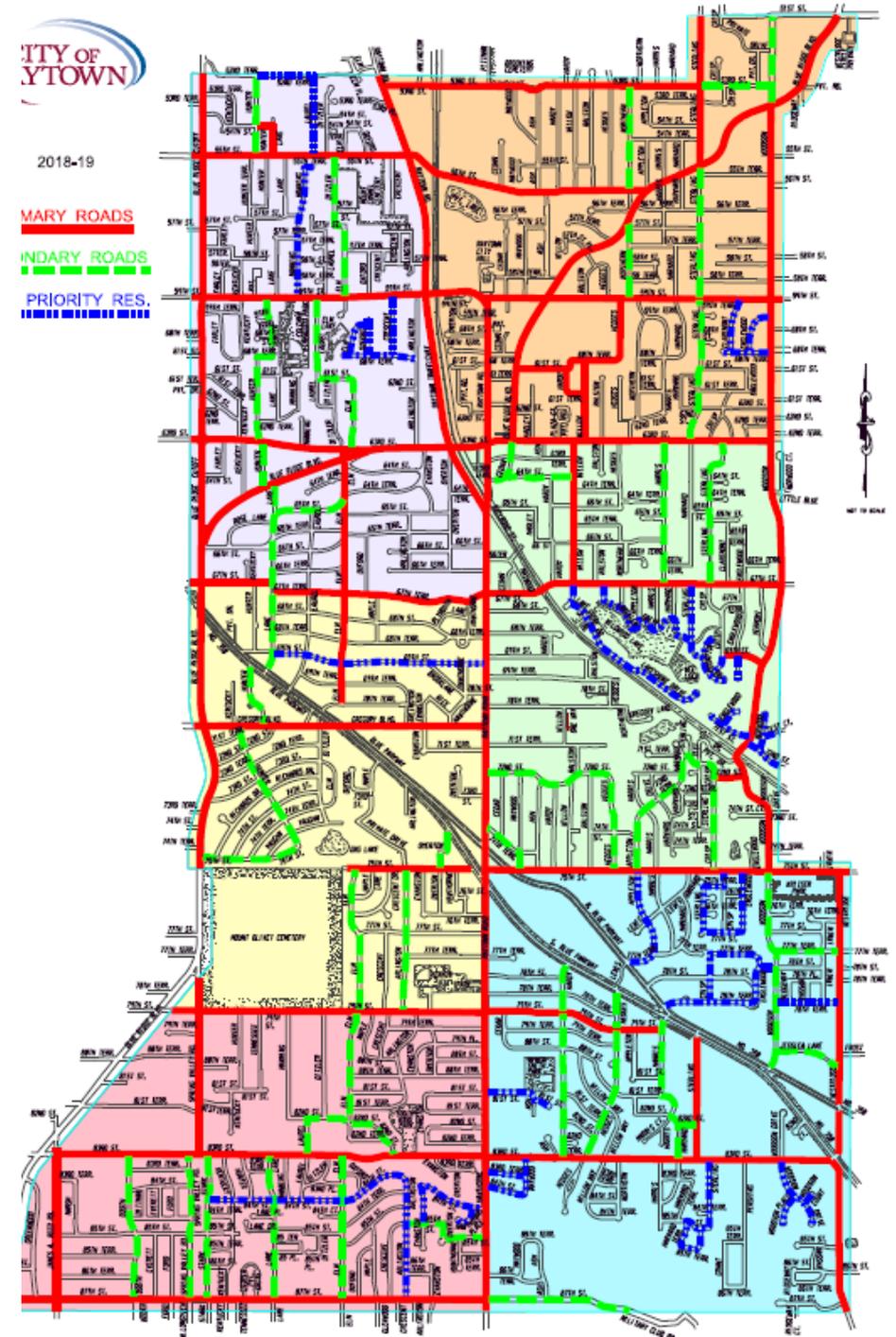


2018-19

PRIMARY ROADS

SECONDARY ROADS

PRIORITY RES.

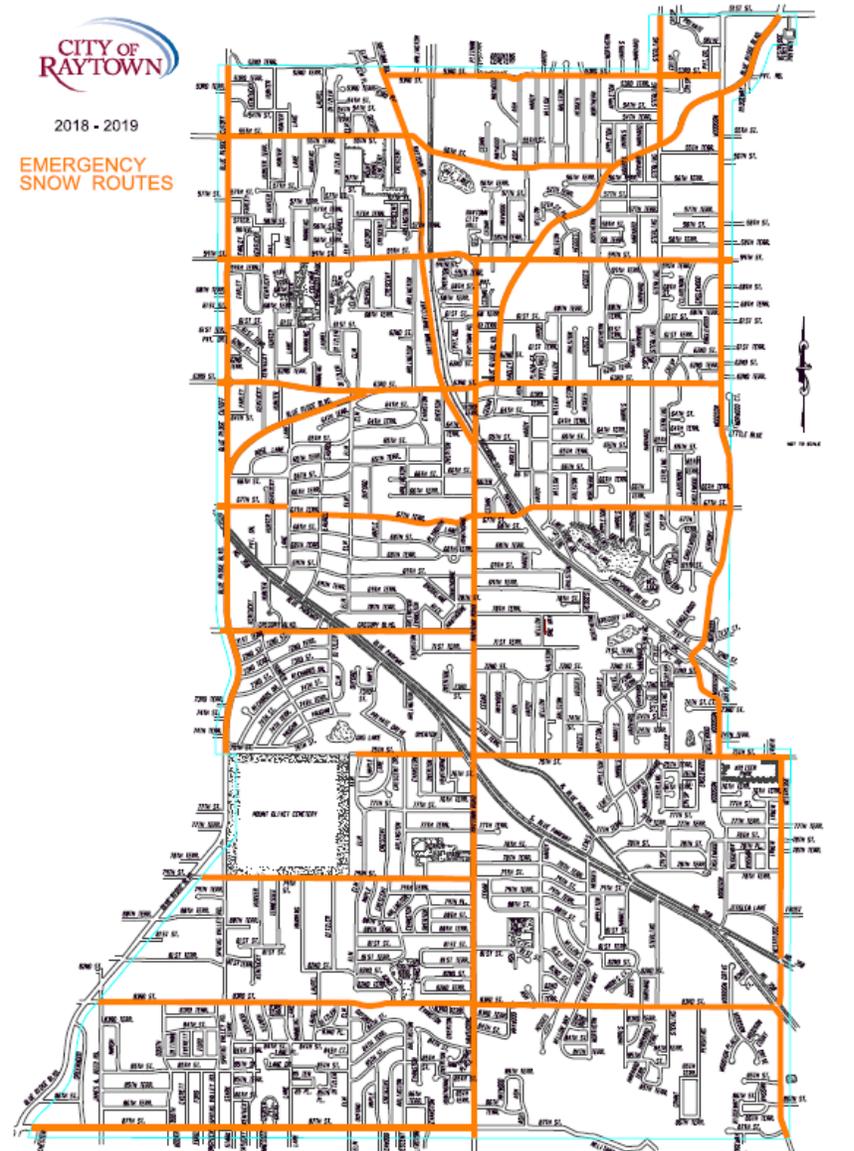


EMERGENCY SNOW ROUTES MAP



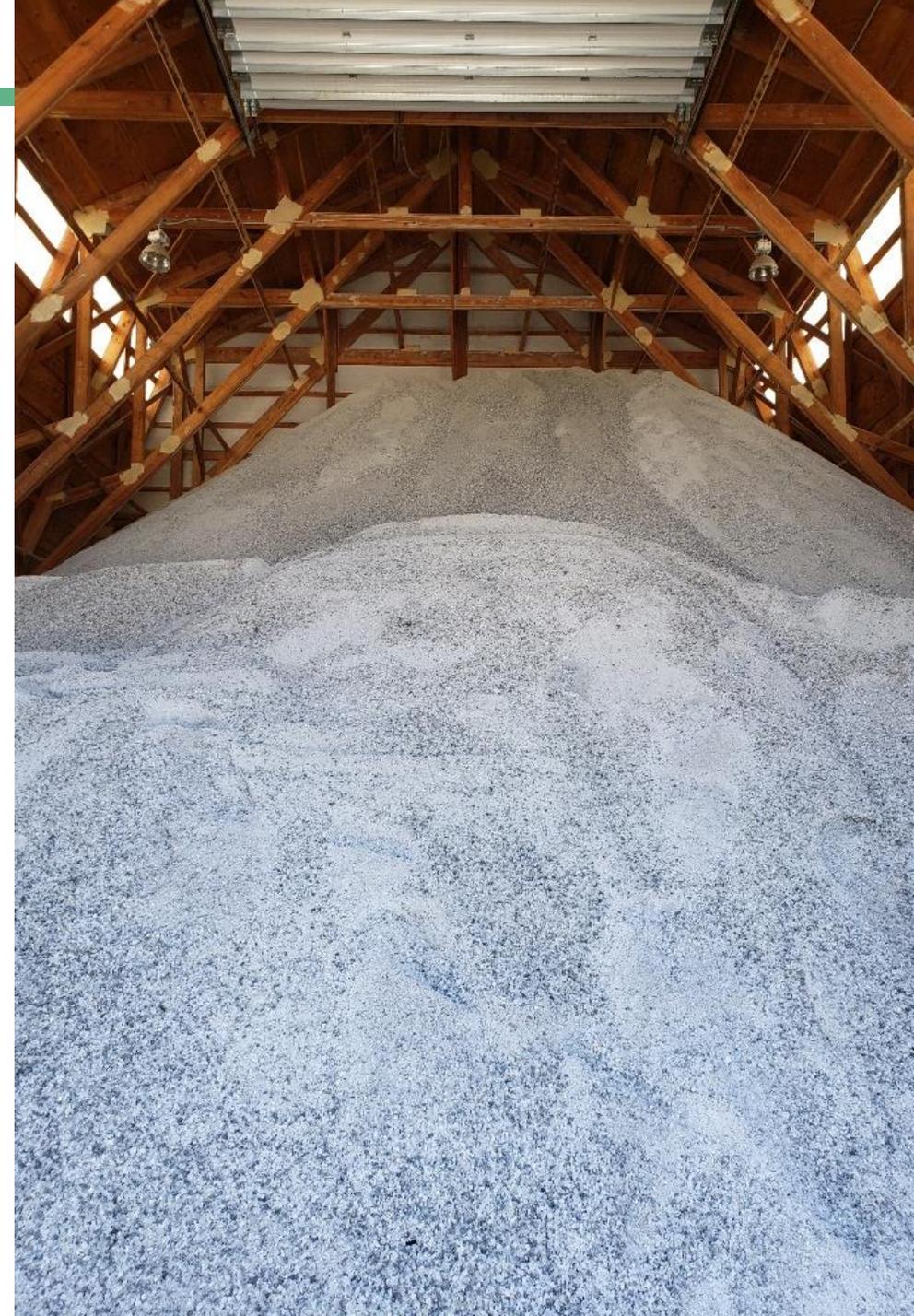
2018 - 2019

EMERGENCY
SNOW ROUTES



WHERE DO WE START AND STOP

- We begin every snow season in the same place.
- ROW contractors notified of end of season no street plates allowed.
- Equipment preparation and maintenance.
- Section driving for familiarization and operator training.
- During the season we continue to clean, lube and maintain equipment.
- End of season cleaning of equipment and offseason storage.
- Salt bid and contract.
- Salt barn season ending fill.



PREPARING FOR A SNOW EVENT

- When the pre-season is over, and the actual work begins.
- Weather monitoring moves to a multistage process.
- Determining the type of event as we get closer.
- Will we pre-treat?
- Staffing and equipment availability.
- Time of arrival.
- Transitioning to snow operations.
- Crews work 12-hour shifts 6A to 6P and 6P to 6A.
- Parks department brought into the discussion for facility maintenance.
- Building maintenance supplies checked.



WEATHER RESOURCES

Public Works utilizes several weather resources to position us for the best results:

- Weather or Not is our private service.
- National weather service.
- Weather channel.
- Accu weather.
- Local TV stations.

**Weather
or Not®**
When Accuracy Means Money™



ONE DAY OUT

- Equipment should be ready to go.
- Crews should have the interior and windows clean.
- Equipment fueled.
- Staging of equipment in the building.
- Forecast should be narrowed down to potential start time of precipitation.
- Shift start times discussed and possibly set.
- Coordinate with Parks, forecast and city hall parking.



WORKING THE STORM

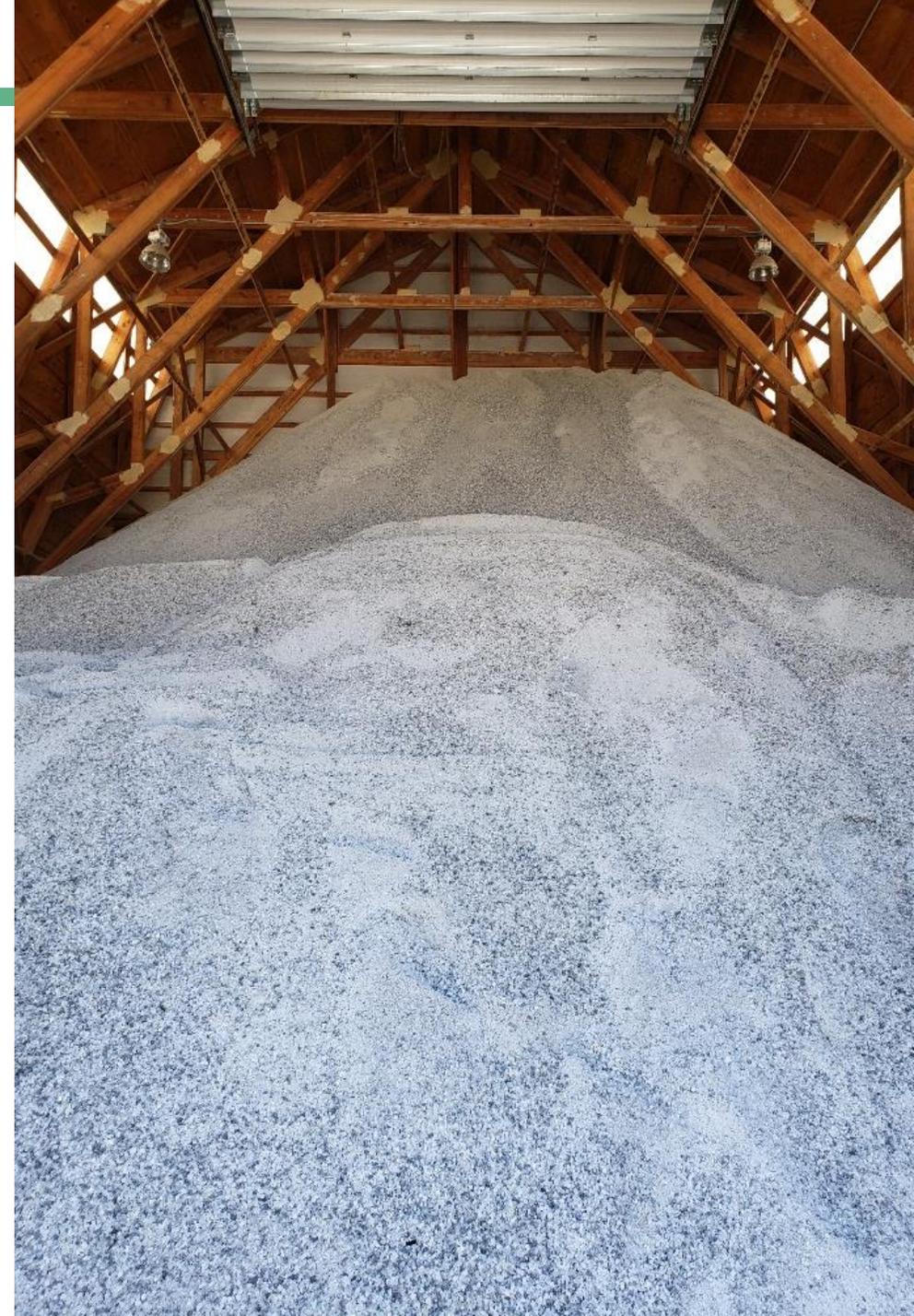
- When the snow starts falling the treatment may be stopped to conserve materials and limit waste.
- Plows down and we start on the red or primary streets.
- During the heaviest parts of the storm we may plow the color streets multiple times to keep traffic moving.
- Move to the residential streets as quickly as practical.
- We plow cul-de-sac's concurrent with adjacent streets.
- We are not done until all streets are done.
- Parked cars and traffic are a problem.



WORKING THE STORM MATERIALS AND APPLICATIONS

Every storm will require a slightly different approach to achieve the same results.

- We will use a base line of 200 to 300 lbs. per lane mile of dry salt depending on the truck and its ability for precise calibration.
- Salt is applied on a sliding scale depending on the conditions, each storm is different but similar.
- Exceptional cold will dictate higher application rates and the possibility of adding beet juice brine magnesium chloride blend on top of the load to enrich the melting capabilities.
- We should avoid spreading while plowing unless prescribed by the supervisor or myself for certain conditions.
- Our beet juice distributor is a fixed amount machine of approximately 10 gallons per lane mile and requires constant monitoring for on and off operation.



WORKING AS A TEAM

Staffing and responsibility's :

- The City is divided into eight areas, seven street areas and City Facilities.
- The streets are divided into six sections with the four lane streets being the seventh.
- Each twelve-hour shift for streets requires eight drivers, mechanic and a supervisor plus Parks provides two people and our building maintenance person.
- The Parks Department has been very helpful in taking care of the City Hall parking lot and other City owned facilities.
- City Hall sidewalks are maintained by our building maintenance staff.
- We have a lot of moving parts and when properly staffed There are thirteen to fifteen people working to take care of our community.

A photograph of a residential street in winter. The ground is covered in snow, and the trees are bare. The sky is a pale, overcast blue. In the foreground, a large, leafless tree with intricate branches dominates the upper half of the frame. Below it, a row of houses with snow-covered roofs lines the street. A red pickup truck is parked on the right side of the road. The overall atmosphere is quiet and serene.

TEAMWORK IS OUR SECRET TO SUCCESS

AS WE COMPLETE THE MAINS THOSE TRUCKS SHOULD MOVE TO A SECTION AND AS THAT IS DONE, WE SHOULD KEEP CASCADING UNTIL WE HAVE ALL THE ASSETS WORKING TOGETHER TO COMPLETE THE TASK.

TRACKING OUR WORK



ALL DRIVERS WILL TRACK THEIR SALT LOADS ON A DAILY TRIP SHEET.



WE MUST REPORT ANY PROBLEMS OR REASONS WE CAN'T GET INTO AN AREA.



TAKE PICTURES IF YOU HAVE A PROBLEM SO WE CAN BETTER UNDERSTAND THE ISSUE.



GPS IS A VITAL PART OF OUR OPERATION, BUT IT DOESN'T HELP YOU REMEMBER WHERE YOU HAVE BEEN.



SUPERVISORS NEED TO MAKE SURE WE HAVE TRIP SHEETS AND REPAIR ORDERS FOR ANY NEEDED WORK ON THE EQUIPMENT.

WHAT CAN WE DO BETTER?

- Cul-de-sac's are a weakness that we need to spend more time on before during and after an event. Proper placement and technique.
- Tracking our work during the shift with a map to ensure we are getting done what we say we are.
- Doing our best to get curb to curb.



TAKING THE CALLS

- Every call is important but not every call is an emergency.
- Get as much information as possible (name, address and phone number).
- Let them know what stage we are working (primary, secondary etc.)
- Keep a log and send the log to the supervisors and myself on a list.
- Health, fire and police calls will be handled as quickly as possible.



COMMUNICATION TO THE PUBLIC

All reporting and updates need to go through the proper channels.

- Status of operations and other information will be provided to the PW Director for his dissemination.
- Media communication must be approved by the PW Director or City Administrator.
- Social media responses will be left to the PIO or responsible party.

LIGHT SNOW POSSIBLE: THUR – FRI



Thurs morning and again Thursday night into Friday morning.



Roads may become slick, especially on bridges and elevated surfaces.



Snow will accumulate better on grassy/vegetated surfaces.

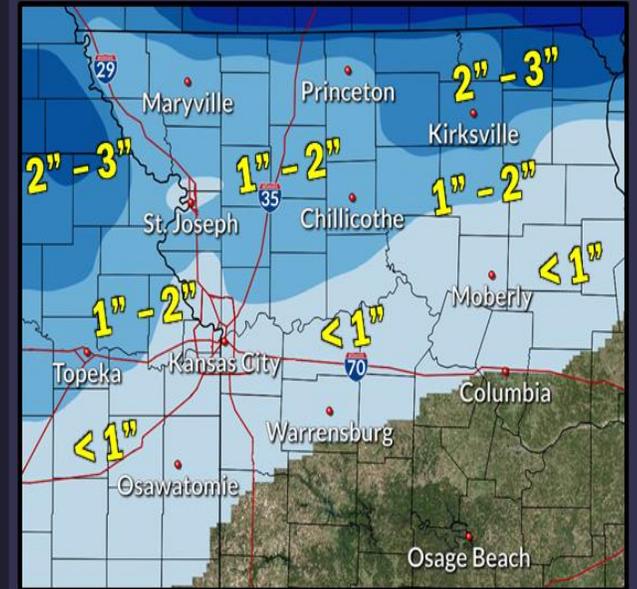


1-3" of snowfall is expected across northern Missouri. Lesser amounts further south.



Still some forecast uncertainty which could impact snow totals in subsequent forecasts.

Forecast Snow Amounts Thursday AM thru Friday AM



QUESTIONS?

