

**PUBLIC WORKS DEPARTMENT**  
**MEMORANDUM #2016 – 17**

DATE: March 7, 2016  
TO: Honorable Mayor Joyce Downing and City Council Members  
FROM: David Willett, Acting City Manager/Director of Public Works  
SUBJECT: **Council Study Session**  
2016 Residential Street Sweeping Program



---

**BACKGROUND**

Program: Street sweeping is an important service provided by Northglenn’s Department of Public Works; it improves air and water quality by eliminating contaminants; it improves safety by providing better traction on pavement surfaces, and it improves the City’s appearance. In addition, although we typically do not use as much sand/salt in the residential neighborhoods as we do on the arterials during snow/ice season, we still need to remove as much particulate matter as possible at the end of each winter in order to comply with requirements of the Regional Air Quality Council (RAQC), and therefore, continue to qualify for federal and state funding of certain projects. The City’s primary arterial and collector roads are swept on a regular cycle throughout the year, with additional sweeping following the application of snow-melting material; however, sweeping of all residential neighborhoods has not been performed as a stand-alone effort. In October, 2015, Public Works’ Streets Maintenance Section swept every residential street in the City over a four week schedule.

Northglenn Methodology: Public Works recommended this program as the most efficient use of its resources, with the least impact on residents. By dedicating two Streets Maintenance staff to this effort full-time in the season between heavy road work (Jun-Sep) and snow removal (Nov-Apr), the entire City was swept in less than a month with minimal impact; the crews were only in each neighborhood for a total of two days. Residents were notified of the street sweeping program through a number of approaches. Notice was provided in the September and October “Connection”. A short notice was included in utility bills during those months. The City contracted with Yankee Peddler to hand-deliver flyers to homes in each neighborhood twice (one week prior, and one day prior) to sweeping in that neighborhood. Finally, temporary “No Parking” signs were posted at the primary entrances to each neighborhood the day before, and during, sweeping. Residents were asked to keep the odd side of the road clear (no parking) on the first day of sweeping in the neighborhood, and to keep the even side of the road clear on the second day. Public Works Maintenance Admin was available to field phone calls from Residents prior to and during the sweeping schedule.

**Results:**

Successes

The Streets Maintenance team completed the entire program on schedule, and were able to perform 95% of the work during normal business hours, outside of high traffic periods; only 12 man-hours of overtime were required out of the 236 hours spent sweeping.

The quality of the streets was significantly improved; several tons of debris were removed from each neighborhood.

Public Works received many calls from Residents appreciative of the advance notice, and of the sweeping itself.

Public Works was able to showcase two of its modern and higher-value equipment items at work for the

## Street Sweeping Program

City, out in each of the neighborhoods.

The contract flyer delivery service cost \$1,928 to provide two rounds of flyers to all residences, and achieved a high level of notification that would have come at a very high manpower cost if performed in-house.

### Areas for Improvement

There was a significant non-compliance rate with the No-Parking requirements. Sweeper operators counted 1,461 violations. This had a number of negative consequences: 1) it added substantial time to the sweeping route when the operators had to swerve in and out of parked cars, rather than making a continuous run down an empty side of the street; 2) it prevented some areas of the streets from ever being swept; and 3) it created a negative impression on neighbors and Residents who saw the parking violations, and asked, justifiably, “Why should I make the effort if my neighbor doesn’t, and there are no consequences?”

There were insufficient temporary signs to place at every intersection of every street in each neighborhood. Streets Maintenance staff placed them at the primary entrances to each neighborhood, but they would have required dozens (or hundreds, in the largest neighborhoods) of signs to mark every street.

Some additional information could have been provided in the flyers and in the City’s announcements in the Connection and web site to provide further guidance to Residents. One frequent question was, “Why not wait until all the leaves have fallen?” Public Works could have explained that the purpose of the sweeping is not leaf removal, but debris removal. While Public Works made an allowance to sweep up any leaves that Residents placed in the streets on the day of their scheduled sweeping, the primary responsibility for bagging and removing leaves from private property remains with the Residents. Public Works is reluctant to schedule the sweeping in November due to the historic start of the snow season being around the 1<sup>st</sup> of November. In addition, the announcements and flyers could have highlighted the requirement to trim trees to the correct height and clearances.

### **BUDGET/TIME IMPLICATIONS**

There was an unbudgeted cost of \$1,928 in 2015 to cover the cost of the public notice flyers. If Council approves the recommendations below, there will be an unbudgeted cost of approximately \$5,000 in 2016 for the same level of public notice (for two full sweepings), and a cost of approximately \$3,000 to acquire additional “No Parking” signs. This total program cost of \$8,000 in 2016 would be charged to the Public Works Streets Division Storm Water Fund.

### **RECOMMENDATION**

Continue to administer the Residential Sweeping Program, with two annual sweepings (spring and fall). Make the following modifications to improve the program’s effectiveness:

1. Increase the information provided in the public announcements and flyers to address some of the comments referenced in “Areas for Improvement.” If the City chooses to continue using the contract flyer delivery, a line item for \$5,000 should be created to cover two annual sweepings.
2. Public Works will acquire enough signs to fully mark all neighborhoods with “no parking, this side of the street” signs to be placed the night before, and the day of, the sweeping. An estimated 500 signs will be required to mark every intersection, with multiple signs for particularly long residential blocks. Public Works estimates \$3,000 for the full inventory.
3. The City will enforce the “no parking policy” with a \$25 parking citation, enforced by the Police Department during the hours/date of the sweeping in each neighborhood. We do not recommend towing except in the case of a vehicle parked on City streets with expired or missing registration; this is no change to existing policy.

## Street Sweeping Program

Staff recommends approval of this program.

### **STAFF REFERENCE**

Steve Grace, P.E., Operations Manager

[sgrace@northglenn.org](mailto:sgrace@northglenn.org) or 303.450.4077