

Public Works Quality Standards



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OVERVIEW

The purpose of this manual is to clearly define the Objectives and Quality Standards for the various functions and activities of the Rosemount Public Works Department. These Objectives and Quality Standards are established as a framework to effectively carry out the mission of the Public Works Department, and will be reviewed annually.

MISSION STATEMENT

Our mission is to enhance the quality of life through responsive, efficient, and cost-effective delivery of services consistent with community values. With sound management, fiscal responsibility and professional care, the Department will preserve and protect the infrastructure resources of the City, creating a safe, clean and enjoyable environment for residents and businesses.



VEHICLES AND EQUIPMENT

OBJECTIVES

- To keep all city vehicles and equipment in excellent working condition in order to
 - maximize their salvage value
 - minimize repair/replacement costs
 - extend their useful life
- To ensure all vehicles and equipment are maintained for safe operation.
- To minimize downtime resulting from major repairs.
- To eliminate unnecessary costs related to overextending the useful lifespan of our assets.

QUALITY STANDARDS

- Regular preventive maintenance shall be performed and recorded for all vehicles and equipment according to a schedule based on manufacturer's recommendations.
- Vehicles shall be operated according to the guidelines set forth in the PUBLIC WORKS IDLING POLICY, which is included in Appendix A.
- Vehicles and equipment shall be cleaned as necessary. During the plowing season, vehicles and equipment shall be cleaned whenever an accumulation of dirt or salt is visible, in order to prevent corrosion.
- Maintenance and repair priority shall be given according to the following:
 1. Fire and Rescue vehicles
 2. Police vehicles
 3. Seasonal vehicles and equipment
 4. Off-season vehicles and equipment
- A Cartegraph database shall be maintained and updated to include the following information for each asset:
 1. Asset description (make, model, year, VIN, etc.)
 2. Purchase price
 3. Purchase date
 4. Maintenance costs
 5. Fuel costs
 6. Expected replacement date

Vehicles and equipment shall be evaluated and rated annually using the Council-approved Equipment Evaluation Matrix (provided in Appendix B). Condition scores shall be documented by the mechanics using the Asset Evaluation Form in Cartegraph.

ASSET	EXPECTED LIFE (IN YEARS)*
Aerator Attachment	15
Asphalt Mill	10
Automobile	12
Backhoe	20
Compressor	10
Easement Machine	12
Grader	15
Jetter Truck	12
Loader	15
Mower (Groundsmaster)	9
Mower (6-foot trim)	10
Mower (21" push)	10
Overhead Shop Crane	15
Pickup Truck	12
Plow Truck w/attachments (single and tandem axle)	12
Portable Generator	20
6-foot Slit Seeder	15
Sidewalk Trackless	15
Skid-Steer (bobcat)	10
Snow Blower (mounted)	20
Sprayer Attachment	15
Street Sweeper	10
Striper (ball fields)	12
Tractor	15
Trailers	20
Trash Pump 6"	15
Tree Spade	15
Turf Vacuum	10
Vibratory Roller	10
Vactor Truck	15
Vehicle Hoist	15

* This list is for long-range planning purposes and indicates the average life expectancy for the asset.

TRAILS AND SIDEWALKS

(43 miles of paved trail, 54 miles of sidewalk)

OBJECTIVES

- To provide a safe, smooth pedestrian surface with minimal defects.
- To protect the investment of the sidewalks and trails, and extend their useful life.
- To eliminate hazards to pedestrians and bicycle riders.

QUALITY STANDARDS

- Sidewalk and trail inspections shall occur annually in the spring using a GPS unit to document location, condition, and quantities of sections needing repair.
- Bituminous trails shall be scheduled for fog seal within three (3) years of new construction.
- Concrete sidewalks shall be scheduled for repair when:
 - pitting exceeds $\frac{1}{4}$ inch in depth and 4 inches in diameter.
 - joints or cracks protrude more than $\frac{1}{2}$ inch.
 - there is severe diagonal cracking.
- Bituminous trails shall be scheduled for repair when:
 - there are severe signs of weather damage, polishing or bleeding surfaces.
 - bumps or depressions exceed 1 inch and cover up to 10 feet of surface area.
 - bumps or depressions at pedestrian ramps exceed $\frac{1}{2}$ inch.

Refer to the SNOWPLOWING POLICY AND OPERATING PROCEDURES in Appendix C for a summary of the snow and ice removal standards for trails and sidewalks.



Sidewalk crack greater than $\frac{1}{2}$ inch



Deteriorating trail section

PAVED ROADS

(91 total miles, 234 lane-miles)

OBJECTIVES

- To provide a smooth, safe riding surface with minimal defects.
- To eliminate hazards to vehicular and pedestrian traffic.
- To protect the investment of the road surface and subgrade.

QUALITY STANDARDS

- As part of the City's Pavement Management Program (PMP), one-third (1/3) of the City's streets shall be inspected annually. Observations shall be entered into Cartegraph in order to maintain a 5-year Capital Improvement Plan (CIP). In 2009, as part of the annual PMP update, a standard was reviewed and established to maintain an Overall Condition Index (OCI) of 60 for local streets and 75 for collector streets.
- Cracks shall be sealed when the width exceeds 1/2 inch.
- Repairs and/or crack filling shall be completed prior to sealcoating on all streets scheduled for sealcoating within the next year.
- The cause for water ponding exceeding one (1) inch shall be repaired and eliminated.
- Cross slope of pavement from the center line to the edge of the pavement shall be uniform over the section of the road.
- Concrete curb and gutter settlements exceeding two (2) inches shall be repaired.
- Bituminous surfaces shall be scheduled for repair when:
 - depressions or bumps exceed two (2) inches and cover up to ten (10) feet of surface area.
 - depressions or bumps exceed 1/2 inch at railroad track crossings, catch basins, manholes, valve boxes, or other similar structure.
 - ruts, corrugations or pushing exceed one (1) inch, or are located in the wheel path.
 - there is surface alligating or checking.
 - broken pavement edges, potholes, breaks or raveled areas exceed three (3) inches in length or diameter.
 - severe surface polishing causes excessively slippery conditions when wet.
 - bleeding surfaces constitute a hazard to the road user.

Refer to the SNOWPLOWING POLICY AND OPERATING PROCEDURES in Appendix C for a summary of the snow and ice removal standards for paved roads.



GRAVEL ROADS

(14 total miles)

OBJECTIVES

- To provide a smooth, safe riding surface with minimal defects.
- To eliminate hazards to vehicular and pedestrian traffic.
- To protect the investment of the road surface and subgrade.
- To maximize visibility by preventing excessive dust formation.

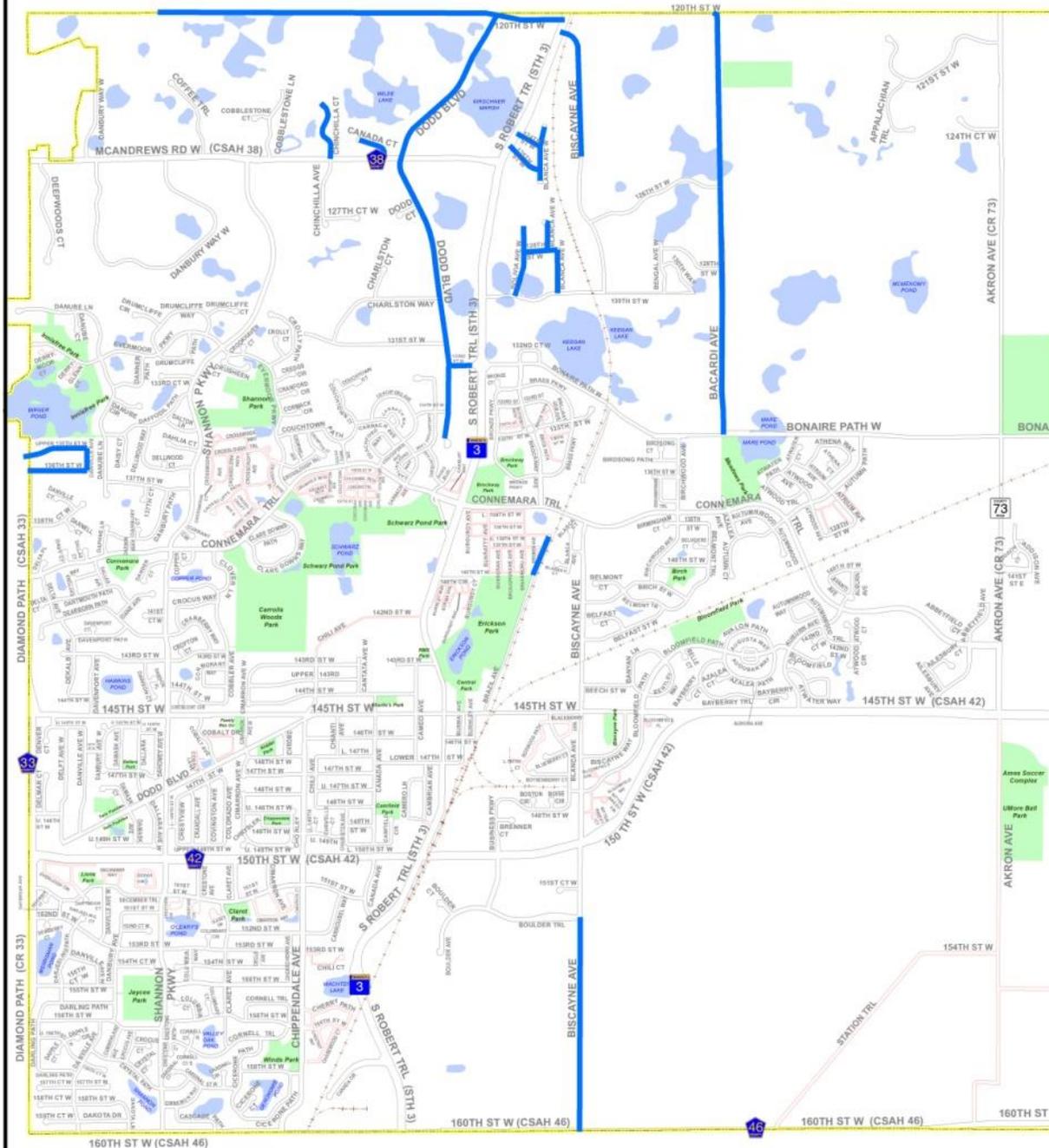
QUALITY STANDARDS

- Cross slope shall be adequate to carry water off the surface into the ditches.
- Calcium chloride shall be applied annually to gravel roads west of Akron Avenue as illustrated in FIGURE 1.
- Grading shall occur annually, and whenever necessary throughout the season.
- Gravel surfaces shall be repaired when:
 - corrugations (washboarding) exceed one (1) inch.
 - loose aggregate berms exceed two (2) inches along the shoulder or centerline.
 - potholes exceed two (2) inches in depth and two (2) feet in diameter.
 - ruts exceed two (2) inches in depth.

Refer to the SNOWPLOWING POLICY AND OPERATING PROCEDURES in Appendix C for a summary of the snow and ice removal standards for gravel roads.

FIGURE 1

Gravel Roads that Receive Chloride Treatment



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STREET SWEEPING

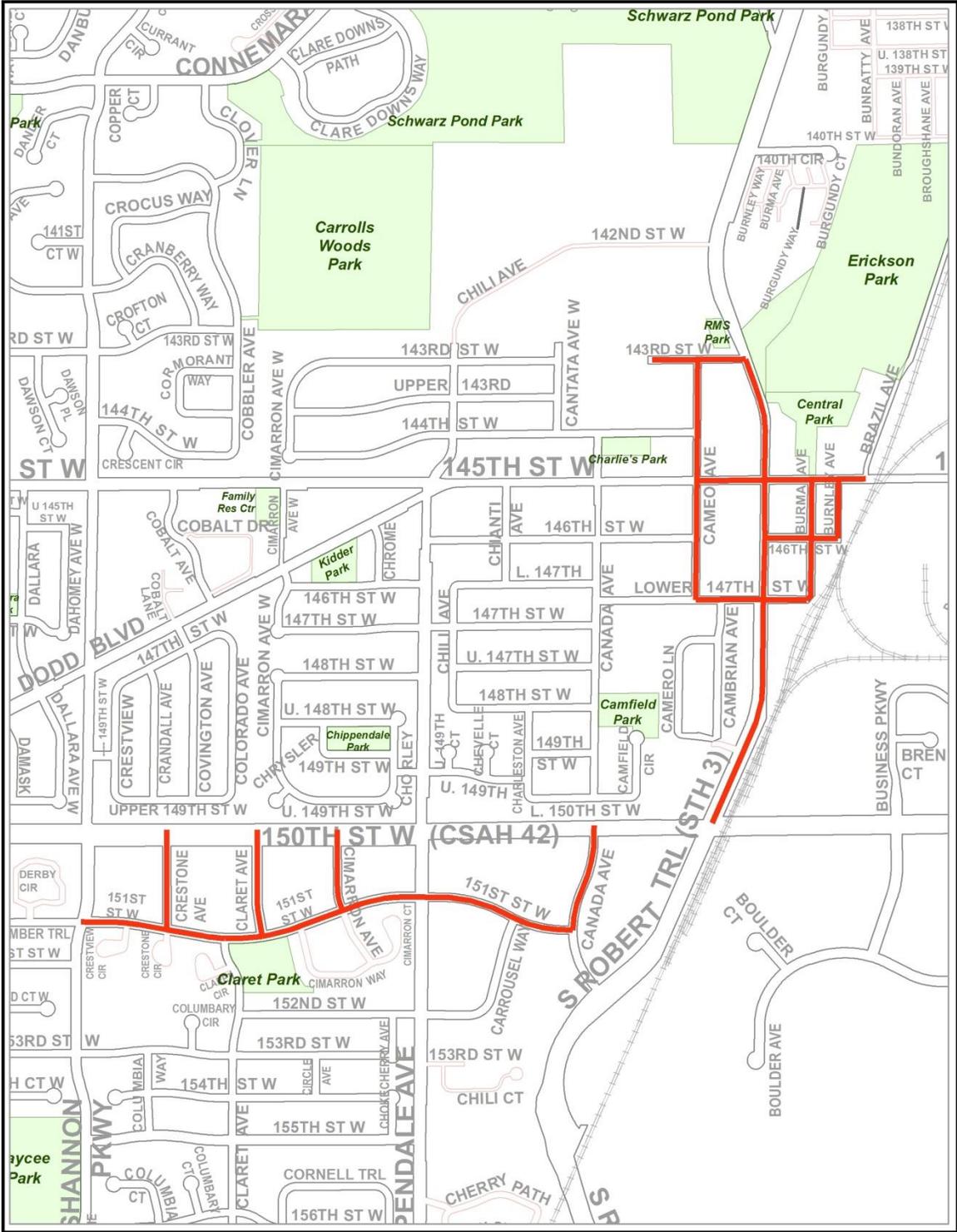
OBJECTIVES

- To prevent injuries and annoyances arising from street debris.
- To prevent damage to pedestrians, property and vehicles caused by loose objects being displaced by traffic.
- To promote safety by removing debris that could create a fire hazard or cause skidding conditions.
- To comply with NPDES Phase II by preventing clogging of storm sewers, catch basin grates and inlets, and silting of storm water ponds.
- To enhance the appearance of the community.

QUALITY STANDARDS

- Street sweeping shall occur as needed, generally between April 1 and November 30, based on the traffic and pedestrian volume, and on the amount of debris which is observed on the roads.
- Spring city-wide sweeping shall be completed by April 30 each year, weather permitting.
- All urban streets shall be swept twice annually in the spring and fall.
- Commercial areas illustrated in FIGURE 2 shall be swept monthly between April 1 and November 30 each year.
- Commercial areas shall be swept prior to Memorial Day, Independence Day, and Leprechaun Days. They shall also be swept immediately after Leprechaun Days.

FIGURE 2 - Commercial Sweeping Areas



File: T:\GIS\City\Maps\Departmental Maps\Engineering\Chris\Quality Standards - downtown sweeping

BOULEVARDS AND DITCHES

OBJECTIVES

- To prevent roadside vegetation from becoming a traffic hazard and/or acting as a snow fence.
- To maintain proper drainage.
- To minimize erosion onto street surfaces.
- To minimize the growth of noxious weeds.
- To enhance the appearance of our community.

QUALITY STANDARDS

- City-maintained boulevards and rights-of-way area shall be maintained in accordance with the RIGHT-OF-WAY AND BOULEVARD MAINTENANCE POLICY, which is included in Appendix D.
 - ✓ Boulevards and rights-of-way area shall be mowed when grass/vegetation exceeds four (4) inches.
 - ✓ Boulevards and rights-of-way area shall remain cleared of debris and weeds.
 - ✓ Boulevard and right-of-way trees shall remain pruned so that no part is within ten (10) feet of the ground, and so that no part is restricting the view or safe passage of any pedestrian or vehicle traffic.
- All ditches and other rights-of-way shall be mowed at least once by June 15 each year, and as needed thereafter.
- Debris shall be removed from ditches twice annually in the spring and fall, and whenever necessary throughout the season.
- Overgrowth shall be removed from ditches annually in the spring.
- The cause for standing water observed in ditches shall be eliminated.
- Erosion shall be minimized along ditch bottoms and adjacent to the roadbeds.
- Noxious weeds along roadside ditches shall be cut before going to seed and spot sprayed as needed.
- Tree trimming shall occur between November 1 and March 31 each year.

SIGNS AND TRAFFIC MARKINGS

OBJECTIVES

- To provide clean and legible traffic signs that are visible in both day and night conditions.
- To comply with all MUTCD standards for retroreflectivity
- To know the condition and location of all signs.
- To provide clearly-defined pedestrian markings on pavement.

QUALITY STANDARDS

- One-third (1/3) of the City's traffic and street signs shall be inspected annually for clarity and reflectivity in accordance with the Manual on Uniform Traffic Control Devices. Deficient signs and/or posts shall be repaired or replaced accordingly.
- A Cartegraph database shall be maintained to include location, condition, facing direction, type of post, installation date, and expected replacement date (in general, a street sign is expected to last ten (10) years). All signs shall be evaluated six (6) months prior to the anticipated replacement date.
- Repair or replace broken sign posts within 48 hours of notice.
- Crosswalk markings shall be painted annually.
- Streets shall be scheduled for striping based on observations made during annual road surface inspections.
- High-quality latex paint shall be used for all striping.
- Sign or signal obstructions such as weeds, trees, shrubs and/or construction materials shall be removed within seven (7) days of notice.

WATER SUPPLY AND DISTRIBUTION SYSTEM

OBJECTIVES

- To efficiently provide a safe, clear and uninterrupted supply of drinking water.
- To ensure the system will be able to perform to meet the demands for daily use and fire protection.
- To keep unaccounted-for loss of water to less than 10%.
- To extend the life of all components as long as possible.

QUALITY STANDARDS

- All hydrants and valves shall be accessible and easily operable at any given time.
- Hydrants shall be raised to maintain break-off flange at two (2) inches above grade.
- Hydrant flushing shall be completed in the spring after the first city-wide sweeping. Advance notice shall be published in the newspaper and on the City's website, and each action and/or repair shall be documented in Cartegraph.
- Hydrants shall be painted every 8 to 10 years, or as needed based on inspection results.
- All valves shall have at least two (2) recorded ties to them for locations.
- Water towers shall be inspected every seven (7) years.
- Check and record well pumps and motors in accordance with the manufacturer's instructions.
- Well pumps shall be reconditioned every seven (7) years.
- Gate valves shall be inspected and operated every five (5) years.
- Water meters for City buildings and irrigation shall be read and recorded quarterly.
- Water pumpage readings from each well shall be recorded daily (done through SCADA).
- Manual water level measurements for all wells shall be recorded monthly. Water levels in Rosemount's observation wells will be recorded hourly by hardware installed in these wells. This data will be collected as part of the City's wellhead protection program and sent to the regulatory agencies as required by permit.
- Check and record chemical feeds and pumps weekly to ensure chemicals stay within the following ranges:
 - ✓ Fluoride – 0.9 to 1.5 ppm
 - ✓ Chlorine – 0.2 to 0.5 ppm
 - ✓ Polyphosphates as needed to keep mains clean (not regulated by the State)
- Samples shall be taken annually to test for substances on the EPA pollutant list.
- Satisfy the Minnesota Department of Health requirements by:
 - taking monthly bacteriological samples.
 - recording flows and fluoride usage.
 - publishing the annual Drinking Water Report and notifying residents and businesses of its availability on the City website.

SANITARY SEWER COLLECTION SYSTEM

OBJECTIVES

- To minimize chances of property damage resulting from main line backups.
- To safely and efficiently collect and transport sewage to MWCC collector mains.
- To minimize surface water inflow.

QUALITY STANDARDS

- One-third (1/3) of all sanitary sewer lines measuring 12-inches or less* shall be jetted annually on a rotating schedule. Known problem areas shall be jetted more frequently as needed. Each action/repair shall be documented in Cartegraph.
- Deficient manholes or needed repairs shall be documented in Cartegraph during routine jetting operations. A summary report shall be created after jetting is completed, and repairs shall be scheduled and performed accordingly.
- Sanitary sewers shall be televised prior to street reconstruction projects.
- Lift station wetwells shall be cleaned twice annually in the spring and fall.
- Lift station operation shall be reviewed 2-3 times per week.
- Dry well pumps, motors and packing shall be serviced according to the manufacturer's instructions.
- Non-functioning pumps or motors shall be repaired or replaced within 48 hours.
- Broken forecemains and sanitary sewer lines shall be repaired within 48 hours.

* City equipment is not able to clean lines that are larger than 12-inches.

STORM DRAINAGE SYSTEM

OBJECTIVES

- To maintain the proper operation of the storm drainage system in order to minimize the chance of property damage resulting from plugged outlets or inlets.
- To comply with the requirements of the NPDES permit.

QUALITY STANDARDS

- All of the City's catch basins shall be inspected annually. All catch basins found to be more than 50% full shall also be cleaned that year. Records shall be kept for each inspection, cleaning, and/or repair.
- One-third (1/3) of all storm ponds shall be inspected annually in the spring on a rotating basis. The following items shall be identified and documented:
 - Illicit discharge
 - Structure and/or stabilization maintenance needs
 - Flow enhancement needs
 - Sediment build-up
- Catch basin grates shall be cleaned when more than 25% of the grate is obstructed.
- Curb box inlets shall be cleaned when any obstruction is blocking the inlet opening.
- Grates on flared-end sections or drop inlets shall be cleaned when more than 25% of the opening is obstructed.
- Sand deltas from flared-end section outlets shall be cleaned when they reach a depth of 1/3 of the opening height, but in no case shall the depth exceed eight (8) inches.
- Missing grates or castings shall be replaced immediately upon reporting.
- Broken grates or castings shall be replaced within one (1) week, unless they pose a hazard to bicycles or pedestrians, in which case they shall be replaced immediately.

BUILDING MAINTENANCE

OBJECTIVES

- To protect our investment
- To provide a safe, clean, professional environment for City employees, elected officials, and citizens.

QUALITY STANDARDS FOR **EXTERIOR** ENVIRONMENTS:

- Building exteriors shall be inspected annually for major disrepair, with observations recorded on the Annual Building Inspection Form accessed via iPad (sample form provided in Appendix E).
- Chipped, peeling, cracked or dull painted surfaces shall be repaired.
- Cracked or broken windows shall be replaced immediately upon notice.
- Cracks exceeding 1/8 inch shall be repaired.
- Garage doors and pedestrian doors that do not open and close freely shall be repaired immediately upon notice.
- Flat, asphalt-surface roofs shall be inspected every 3-4 years for leaks or other damage (contracted work).
- Building exteriors shall be painted every 6-8 years.

QUALITY STANDARDS FOR **INTERIOR** ENVIRONMENTS:

- Building interiors shall be inspected annually for major disrepair, with observations recorded on the Annual Building Inspection Form accessed via iPad (sample form provided in Appendix E).
- Tile floors and all carpeted areas shall be cleaned and/or vacuumed weekly.
- Restrooms and locker rooms shall be cleaned daily.
- Fingerprints and other marks shall be removed from all windows and glass surfaces daily.
- All trash and recyclables shall be picked up and deposited into appropriate pickup containers daily.
- Council chambers, conference rooms and lobby areas shall be dusted weekly. Council chambers shall be vacuumed bi-weekly or as needed.
- Marks on walls shall be painted as needed. Cracks or other damage to walls shall be repaired when reported.
- All carpet receiving heavy traffic – such as hallways, council chambers, Police Department, etc. – shall be cleaned every six (6) months, or more often as needed. All other carpet shall be cleaned annually.
- Non-working lights shall be replaced or ordered within one (1) day of notice or request.

- Building interiors shall be painted based on the following schedule:
 - ✓ 24-hour office areas painted every 3-4 years
 - ✓ Normal office areas painted every 5-7 years
- Carpet shall be replaced based on the following schedule:
 - ✓ 24-hour office areas – replace carpet every 3-4 years
 - ✓ Normal office areas – replace carpet every 8-10 years

WINTER OPERATIONS

Plowing, Ice Control, Downtown Snow Removal

OBJECTIVES

- To reduce the hazards of icy conditions for motorists and pedestrians.
- To maintain bare pavement conditions on all public streets.
- To reduce economic losses to the community and local industry caused by workers and customers unable to get to their intended locations.
- To facilitate the handling of emergencies by fire and police officials.
- To maintain safe, passable school bus and winter recreation routes.
- To minimize the amount of damage to streets and property caused by City equipment.

QUALITY STANDARDS:

City-maintained streets, sidewalks, trails, rinks and parking lots shall be maintained in accordance with the CITY SNOWPLOWING POLICY AND OPERATING PROCEDURES, which is included in Appendix C.

PARKS and GROUNDS MAINTENANCE

OBJECTIVES

- To protect and enhance the City’s recreational areas, open spaces, trees, prairies, wetlands, and other natural resources.
- To provide a safe, clean and attractive environment for residents to enjoy.
- To remain environmentally conscious in the selection and application of fertilizers, pesticides and other chemicals used in the parks.
- To be courteous and responsive to resident concerns, offering timely, fiscally-responsible solutions.
- To protect our investment and increase the lifespan of our public assets.

QUALITY STANDARDS

Park maintenance includes full management of the following components:

- Baseball/Softball Fields
- Soccer Fields
- Football Fields
- Play Structures
- Tennis Courts
- Basketball Courts
- Volleyball Courts
- Ice Rinks
- Furnishings
- Shelters/Pavilions
- Lighting Systems
- Parking Areas
- Trees/Landscaping
- Turf Management
- Waste/Debris Management *

* Refuse pickup and removal in all City parks and public areas is managed by an outside contractor. It is the responsibility of the Parks and Recreation Department to oversee and evaluate the performance of the contractor to ensure compliance with City standards.

Quality Standards have been established through careful consideration of several factors, including public visibility, safety, overall functionality, and frequency and type of use. TABLE 1 indicates the amenities that are available at each location, along with a number indicating the assigned maintenance level. Maintenance levels are defined on pages 21-25.

TABLE 1 - Maintenance Level Assignments

	Irrigation System	Baseball Fields	Football Fields	Soccer Fields	Lacrosse Fields	Volleyball Court	Horseshoe Pit	Disc Golf Course	Play Structure	Tennis Court	Basketball Court	Ice Rink	Furnishings *	Shelters/Pavilions	Lighting System	Parking Area	Turf Management
Irrigated Parks																	
Bloomfield Park	1	1		1	1				1	1	1	1	1		1	1	1
Central Park	1								1			1	1	1,2	1	1	2
Connemara Park	1	1		1	1				1				1	2		1	1
DCTC Soccer Fields	1			1											1		1
Erickson Park	1	1							1	1			1	1	1	2	1
Flint Hills Athletic Cmplx	1																1
Innisfree Park	1								1				1	2		1	2
Jaycee Park	1	1		1					1			1	1	1	1	1	1
Meadows Park	1	1				1			1		1		1	2		1	1
Shannon Park	1	1	1	1									1				1
UMore Ballfields	1	1															1
Winds Park	1	1		1					1		1		1	2		1	1
Non-Irrigated Parks																	
Birch Park									1		1		1	2			3
Biscayne Park									1				1				3
Brockway Park		2					1	1	1		1		1	2		1	3
Business Park																	3
Camfield Park		2		2		1			1				1	2			3
Carrolls Woods																	3
Charlie's Park									1				1				3
Chippendale Park		2		2					1		2		1				3
Claret Park									1	1			1				3
Dallara Park									1		1		1				3
Kidder Park		2		2					1				1				3
Lions Park									1				1				3
Schwarz Park									1				1	2		1	3
Twin Puddles Park		2		2									1			2	3
Other Areas																	
City Hall/Pub Wks	1												1			1	2
Community Center	1												1			1	2
Fam. Resource Center									1		2					1	3
Fire Station 1	1															1	2
Fire Station 2	1															1	2
Former Genz-Ryan Area																	3
Koch Trail													1				3
Middle School												2					
Steeple Center																1	3
Wells, Towers, LS, etc.																	3

* Furnishings refer to tables, benches, grills or other such structure.

Quality Standards for *all* Parks and Public Areas

Each park and public area will undergo an annual, pre-season general inspection in March. The purpose of the inspection is to identify any **major** areas of disrepair to fencing, benches, parking lots, playing fields, irrigation systems, sidewalks/trails, turf, shelters, play equipment, or any other amenity located within each area. Those repairs deemed necessary and immediate by the Public Works Supervisor shall be assigned a priority above that of regularly scheduled maintenance.

Inspection observations shall be recorded using the Pre-Season Park Inspection form provided in Appendix E.

Quality Standards for Play Structures

LEVEL 1

- Inspected every eight (8) weeks from March through November. Inspection observations and any resulting maintenance shall be documented in Cartegraph.
- Play surfaces (mulch, sand, pea gravel) shall be maintained weekly from April through October, with appropriate surface material added as needed

Quality Standards for Lighting Systems

LEVEL 1

- Inspected annually for operation and aiming
 - ball field lighting inspected in early spring
 - ice rink lighting inspected in late fall
- Bulbs replaced within two (2) weeks of notice or request
- Bulb replacement, aiming and lens cleaning shall be performed by an outside contractor

Quality Standards for Trees and Landscaping

All public area trees and landscaping will be maintained at the same level according to the following guidelines:

- Newer trees and shrubs shall be pruned and inspected annually. Mature trees and shrubs shall be pruned and inspected as necessary.
- Newer trees and shrubs shall be fertilized annually
- Additional mulch shall be added around trees and shrubs every two (2) years, or sooner if needed
- Downtown planters shall be inspected annually and repaired if necessary before April 30
- Downtown benches shall be removed by November 30 and repaired/refinished during the winter if necessary
- Retaining walls shall be inspected annually and repaired if necessary

Quality Standards for Maintenance of Natural Spaces

LEVEL 1 (Restoration Areas)

The following maintenance of restoration areas shall be performed by an outside contractor:

- Native prairie grasses and/or wildflower seeds will be planted as needed to achieve and maintain sufficient growth
- Controlled burns or other removal methods will be scheduled as necessary to reduce the impact of undesirable woody growth
- Inspections shall occur annually to identify, treat and reduce the presence of noxious weeds and undesirable woody material
- Other maintenance as recommended by the contractor and approved by City staff

LEVEL 2 (Natural Prairie Areas)

The following maintenance of natural prairie areas shall be performed by an outside contractor:

- Inspections shall occur annually to identify, treat and reduce the presence of noxious weeds and undesirable woody material
- Other maintenance as recommended by the contractor and approved by City staff

LEVEL 3 (Natural Wooded Areas)

- Sites shall be inspected annually by City staff to reduce the presence of thistle and hazardous woody material (i.e. diseased or fallen trees)

Quality Standards for Baseball/Softball Fields

LEVEL 1

- Aglime enrichment annually, and as needed throughout the season
- Graded as needed
- Foul lines mowed twice weekly
- Infield irrigated weekly (or more when conditions are excessively dry)
- Dragged daily during athletic season (once weekly during off-season)
- Outfield Turf Management according to Level 1 requirements (page 25)

LEVEL 2

- Aglime enrichment every other year
- Graded once per season
- Dragged daily during athletic season (weekly during off-season)
- Outfield Turf Management according to Level 2 requirements (page 25)

Quality Standards for Soccer Fields

LEVEL 1

- Striping completed 1-2 times weekly (full lines and circles)
- Overseeding goal areas each fall, other areas as needed
- Turf Management according to LEVEL 1 requirements (page 25)
- Goals painted every two years

LEVEL 2

- Striping/mowing done weekly
- Overseeding goal areas if/when necessary
- Turf Management according to LEVEL 2 requirements (page 25)
- Goals painted every two years

Quality Standards for Football/LaCrosse Fields

LEVEL 1

- Line striping done weekly
- Overseeding midfield each fall, other areas as needed
- Turf Management according to LEVEL 1 requirements (page 25)

LEVEL 2

- Striping/mowing done weekly
- Overseeding midfield if/when necessary
- Turf Management according to LEVEL 2 requirements (page 25)

Quality Standards for Tennis Courts and Basketball Courts

LEVEL 1

- Net adjustments, hardware adjustments, gate maintenance, and debris removal performed every two weeks
- Crack inspection annually in the spring, sealed as necessary
- Color coat and repaint lines every 6-8 years
- Surface overlay every 12-15 years
- Repaint backboards every four (4) years

LEVEL 2

- Same as LEVEL 1 with no color coating or line striping.

Quality Standards for Volleyball Courts

LEVEL 1

- Surface areas shall be inspected and maintained weekly, with additional material added as needed
- Poles shall be painted every four (4) years
- Grass volleyball courts shall be overseeded as needed

Quality Standards for Furnishings

LEVEL 1

- Picnic tables, park benches, grills, and park signs inspected annually in early spring and repaired/replaced as necessary
- Picnic tables, park benches, and park signs sanded/painted/stained every 2-3 years

Quality Standards for Shelters/Pavilions

LEVEL 1 (enclosed buildings)

- General operational inspection shall be performed monthly (this includes fire extinguisher/alarm inspections, light bulbs, plumbing, heating, etc.)
- Furnace filters shall be replaced every three months
- Exterior shall be painted/stained every 6-8 years
- Roof shall be inspected every 4-6 years

LEVEL 2 (open buildings with roof only)

- Swept every two weeks
- General operational inspection shall be performed twice annually (spring, fall)
- Exterior shall be painted/stained every 6-8 years
- Roof shall be inspected every 4-6 years

Quality Standards for Ice Rinks

LEVEL 1 (Bloomfield, Central, Jaycee)

- Snow removal – first priority (after streets)
- Flooding 6 days/week
- Edging and shaving as needed to maintain a smooth, uniform, high quality surface
- Closing date conditional upon weather (usually the second week of February)
- Buildings cleaned daily by attendants
- Building inspected weekly by park staff for cleanliness and general operation

LEVEL 2 (Rosemount Middle School)

- Snow removal – second priority
- Flooding weekdays only
- Will not be maintained by City after 2013- 2014 season

Quality Standards for Parking Areas

LEVEL 1 (asphalt lots)

- Lots shall be swept annually in the spring
- Crack-sealed and seal coated every 5-7 years
- Mill/overlay every 17-22 years
- Snow removal – first priority (after streets)

LEVEL 2 (gravel lots)

- Gravel topdressing applied and graded as needed
- No snow removal on gravel parking lots

Quality Standards for Turf Management

LEVEL 1 (Irrigated athletic areas)

- Irrigated every 2-3 days
- Mowed 2-3 times per week
- Weed whipping shall occur every two (2) weeks
- Fertilized three (3) times between April 1 and October 31
- Herbicide application twice annually
- Debris removed with each mowing
- Aerated twice annually (spring and fall)
- De-thatched annually in the fall
- Overseeded as needed

LEVEL 2 (Irrigated non-athletic areas)

- Irrigated every 3-4 days
- Mowed 1-2 times per week
- Weed whipping shall occur every two (2) weeks
- Fertilized twice annually
- Herbicide application annually
- Debris removed with each mowing
- Aerated annually
- De-thatched annually in the fall
- Overseeded as needed

LEVEL 3 (Non-irrigated areas)

- Mowed when necessary
- Weed whipping shall occur every two (2) weeks
- Debris removed with each mowing
- Fertilizer and Herbicide applied annually
- Aerated annually
- De-thatched annually in the fall

Quality Standards for *all* Irrigation Systems

- Spring start-up maintenance shall include hooking up meters, shutting valves, turning on water, inspecting all lines for leaks, checking heads for proper positioning, checking rain sensors, and setting timers for odd/even watering
- Summer maintenance shall include periodic inspections for leaks, checking heads for proper positioning, checking timers for odd/even watering, and checking rain sensors
- Fall shut-down maintenance shall include shutting off the water, blowing out the lines, removing meters, and opening valves

APPENDIX A
Public Works Idling Policy

O F F I C I A L P O L I C Y

Policy: PUBLIC WORKS IDLING POLICY

Section: 23.01

Approved by: City Administrator on December 3, 2012

Page: 1 of 2

Purpose The unnecessary idling of vehicles and heavy equipment wastes fuel, contributes to air pollution and greenhouse gas emissions, and causes premature engine wear. It is every employee's responsibility to minimize fleet operating costs and reduce the harmful environmental effects of idling.

The purpose of this Policy is to:

- Reduce fuel consumption
- Reduce engine wear
- Protect the health of employees and citizens by reducing harmful vehicle emissions
- Reduce the volume of greenhouse gases attributed to harmful vehicle emissions

Procedure For the purpose of this Policy, idling refers to the operation of a motor vehicle or equipment while that vehicle is in a stationary state.

It is the policy of the City of Rosemount that Public Works vehicles and heavy equipment will not be left idling for more than three (3) minutes unless it is essential for performance of work or otherwise specified below. This Idling Policy applies to all City-owned or rented motor vehicles and equipment within the Public Works department.

Exceptions Due to the diverse nature of the City's fleet, the following operational exemptions shall apply:

- Vehicles that are required to idle in order to operate auxiliary equipment (including but not limited to hydraulic equipment, welding equipment, pumps, compressors, or lights).
- Vehicles equipped with temperature-sensitive equipment (i.e., laptops, paint, etc).
- Vehicles that must be kept at an appropriate temperature for the health and

safety of occupants being transported.

- Vehicles and equipment that are being serviced (when mechanical work is being performed on a vehicle that necessitates the engine needs to idle for a longer period).
- Idling to provide temperature control within the cab of the vehicle when the outside temperature is less than 32° and work conditions are outside (i.e. ice rink maintenance).
- Vehicles and equipment involved in snow removal activities shall be allowed to idle up to 30 minutes during breaks to prevent ice/frost/snow buildup on windows. Equipment should be moved indoors if a break is expected to last longer than 30 minutes.

Enforcement

Violators of this policy may be subject to disciplinary action.

APPENDIX B

Equipment Evaluation Information

Equipment Evaluation Matrix

<i>Category</i>		<i>Points</i>				
		<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
Age	One point for each year of chronological age, based on in-service date.					
Miles / Hours	Light duty vehicles and pickups - 1 point for every 10,000 miles Plow trucks - 1 point for every 15,000 miles Off-road equipment over 150 hp - 1 point for every 1,000 hours Off-road equipment under 150 hp - 1 point for every 500 hours					
Condition	This category takes into consideration body condition, rust, interior condition, accident history and anticipated repairs.	Like New	Slight Wear / Few Deficiencies	Moderate Wear / Some Deficiencies	Significant Wear / Multiple Deficiencies	Extreme Wear / Numerous Deficiencies
Service Type	1, 2, or 3 points based on how the vehicle is used.	Administrative or Infrequent Use	Frequent Light Duty	Frequent Heavy Duty		
Redundancy (Critical Function)	This category takes into consideration the vehicle function and the effects of downtime on overall service levels.	More than one same unit. Service levels unaffected by downtime.	One other same unit. Service levels slightly affected by downtime.	One other similar unit. Service levels moderately affected by down time	Only unit of this type, but easily rentable. Service levels moderately affected by downtime.	Specialized and not rentable. Service levels significantly affected by downtime.
Maintenance and Repair	Points are assigned based on the total M&R costs as a percentage of the vehicle cost.	Less than 20% of the vehicle cost	Between 20% and 30% of the vehicle cost	Between 30% and 40% of the vehicle cost	Between 40% and 50% of the vehicle cost	Greater than 50% of the vehicle cost
Reliability	1, 3, or 5 points based on how often the vehicle is out of service for repairs. This excludes routine maintenance and repairs due to accidents.	Less than 5 hours per year		Between 5 and 10 hours per year		More than 10 hours per year

<i>Range</i>	<i>Rating</i>	<i>Number of Units</i>	<i>Percent</i>
< 20 Points	Excellent	15	31%
20 - 25 Points	Good	14	29%
26 - 30 Points	Qualifies for Replacement	13	27%
> 30 Points	Needs Immediate Consideration	6	13%

Cartegraph Evaluation Form
(used by mechanics to provide condition scores)

ASSET EVALUATION FORM

ID:	8335
Description:	1 T 4 WD W/TOP (335)
Model Year:	2000
Purchased Date:	07/12/2000
Purchase Price:	30718.71
Odometer Miles:	118720
Replace Year:	2014
Evaluation Date:	04/12/2013
Evaluated By:	604
Overall Condition:	3.5
Body:	3
Box:	3
Chassis:	4
Engine:	3
Plow:	
Sander:	
Wing:	



Condition Ratings

- 1 = Like New
- 2 = Slight Wear / Few Deficiencies
- 3 = Moderate Wear / Some Deficiencies
- 4 = Significant Wear / Multiple Deficiencies
- 5 = Extreme Wear / Numerous Deficiencies

Major Rep	Significant rust on chassis and components. Seat needs to be replaced. Needs new tie rods and alignment. Needs new AC components (still has old R-12 system). Can no longer charge AC system.
A	

APPENDIX C

Snowplowing Policy and Operating Procedures

CITY OF ROSEMOUNT

POLICY TITLE: **SNOWPLOWING POLICY AND OPERATING PROCEDURES**

EFFECTIVE DATE: **OCTOBER 15, 1996**

POLICY NUMBER: **P – 2**

PROPOSED BY: **PUBLIC WORKS**

DATE APPROVED
BY COUNCIL: **OCTOBER 15, 1996**

DATE AMENDED
BY COUNCIL: **JANUARY 21, 2014**

PURPOSE

The purpose of this policy is to define and outline snow and ice control objectives and procedures as established by the City of Rosemount.

The City of Rosemount believes that it is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on City streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will attempt to provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use City employees, City-owned or rented equipment, and/or private contractors to provide this service, striving to maintain bare-pavement conditions on all public streets whenever possible.

This policy supersedes any and all previously written or unwritten policies of the City regarding snow and ice removal.

PROCEDURE

Starting snow or ice control operations

Snow and ice control operations shall commence whenever necessary to achieve and maintain bare-pavement conditions, according to the following guidelines:

- For snow events with less than two inches of accumulation, plowing will generally commence immediately upon completion of the snowfall.
- For snow events expected to exceed two inches, plowing will generally commence after two inches of accumulation and continue as needed throughout the duration of the event.
- If a snow event begins or continues into the evening/nighttime hours, plowing will generally commence at a time the following morning so that priority streets are plowed before 6 a.m.

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of City employees and equipment. A typical snow event (2 to 4 inches) takes an average 6 to 8 hours to clear. For larger events, it may be necessary to suspend plowing operations after 12

consecutive hours to allow personnel adequate time for rest. Operations may also be suspended for extreme/severe weather conditions, limited visibility, or equipment limitations.

How snow will be plowed

Snow will be plowed in a manner so as to minimize any traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right. The discharge shall go onto the boulevard area of the street. In times of extreme snowfall, the process of clearing the streets of snow may be delayed, and it may not be reasonably possible to completely clear the streets of snow.

Generally, operations shall continue until all roads are passable. Widening and clean up operations may continue immediately, or on the following working day, depending upon conditions and circumstances.

Most urban, residential cul-de-sacs shall be plowed toward the center of the cul-de-sac to minimize the amount of snow deposited into boulevards and/or driveways. Excess snow shall be stored in the center of the cul-de-sac as long as adequate driving lanes remain intact around the outside of the cul-de-sac. At times it may become necessary to remove snow from the center of the cul-de-sac when the driving lanes become too narrow for the safe passage of emergency vehicles. Snow removed from cul-de-sacs will be moved to the nearest park or other snow storage area. The City shall not be held responsible for damage to personal property or injury resulting from negligence in driving around or climbing on the snow storage piles in cul-de-sacs.

Snow removal

Snow removal will occur in certain areas where there is no longer adequate room on the boulevard for snow storage, or in areas where accumulated piles of snow create a hazardous condition. The snow will be removed from these areas and hauled to the nearest park or other snow storage area.

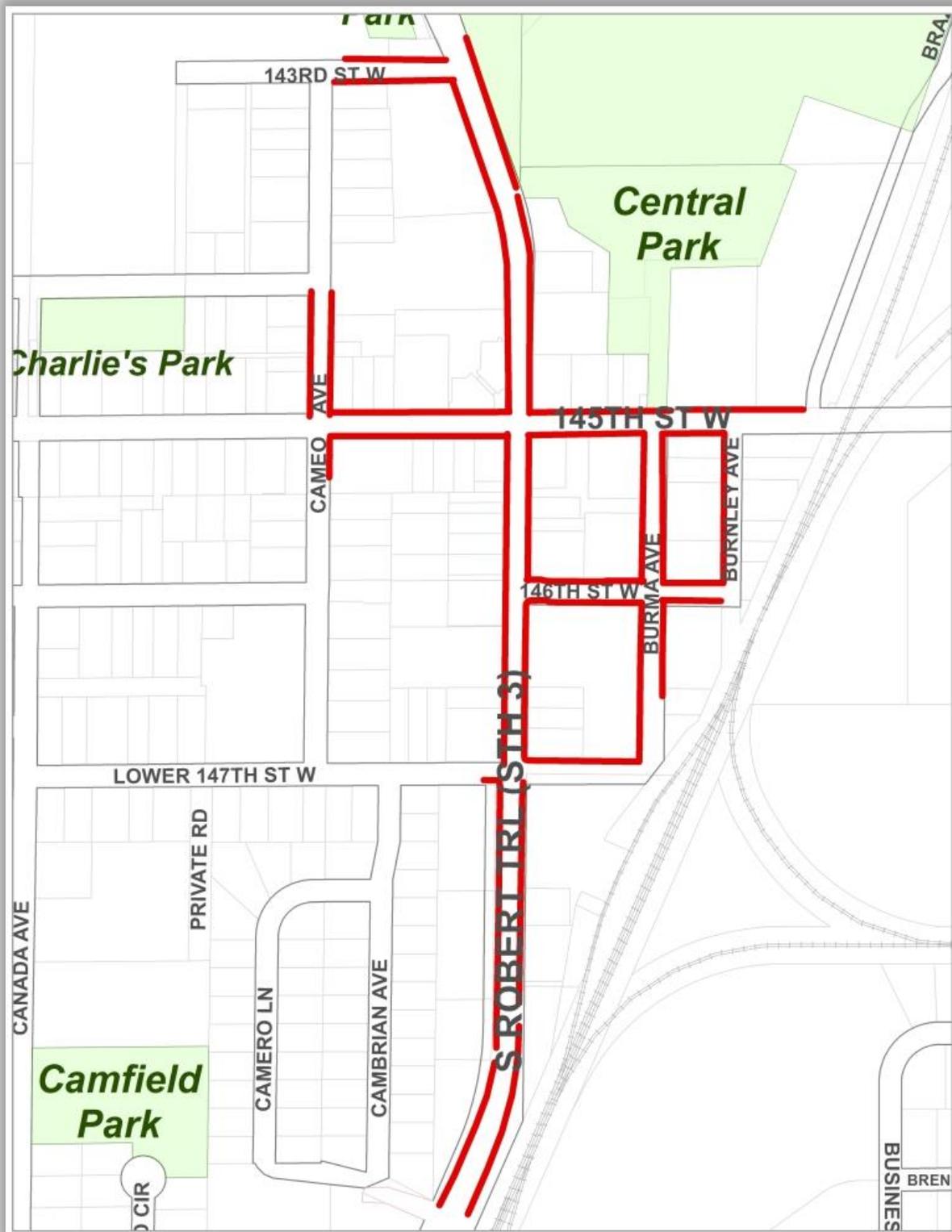
Snow removal operations will not commence until other snowplowing operations have been completed. Snow removal operations may be delayed depending on weather conditions, personnel, and equipment availability.

Downtown snow removal shall typically be scheduled during the overnight hours to reduce the impact on traffic. Downtown snow removal shall occur in the areas illustrated in FIGURE 1.

In accordance with MnDOT safety guidelines, all traffic will be routed to one side of the street while crews remove snow from the boulevard on the opposing side of the street. Flaggers will stop traffic as needed to allow opposing traffic to pass safely while the snow removal equipment is in operation. The procedure for downtown snow removal shall consist of the following:

- Snow will be pushed off the boulevard and into the nearest driving lane
- A road grader and loaders will windrow (line up) the snow in the driving lane
- An industrial snowblower will blow the windrowed snow into dump trucks to be hauled away from the area

FIGURE 1 - DOWNTOWN SNOW REMOVAL AREA



Work schedule for snowplow operators

Snowplow operators will be expected to work 8-hour shifts. In severe snow emergencies, operators will occasionally have to work in excess of 8-hour shifts. Operators are allowed a 30-minute break every 4 hours.

Use of sand, salt and other chemicals

The City will use salt, sand, rock or other chemicals when conditions are hazardous or slippery, keeping in mind the cost and the effect of such chemicals on the environment. Brine shall be mixed with the salt whenever possible to enhance the de-icing capabilities of the salt. Salt and brine use shall be monitored and adjusted accordingly throughout the season.

First priority streets will be salted on the entire length of the street. Lower priority residential streets will generally be salted on hills, curves and intersections.

Priority streets and scheduling

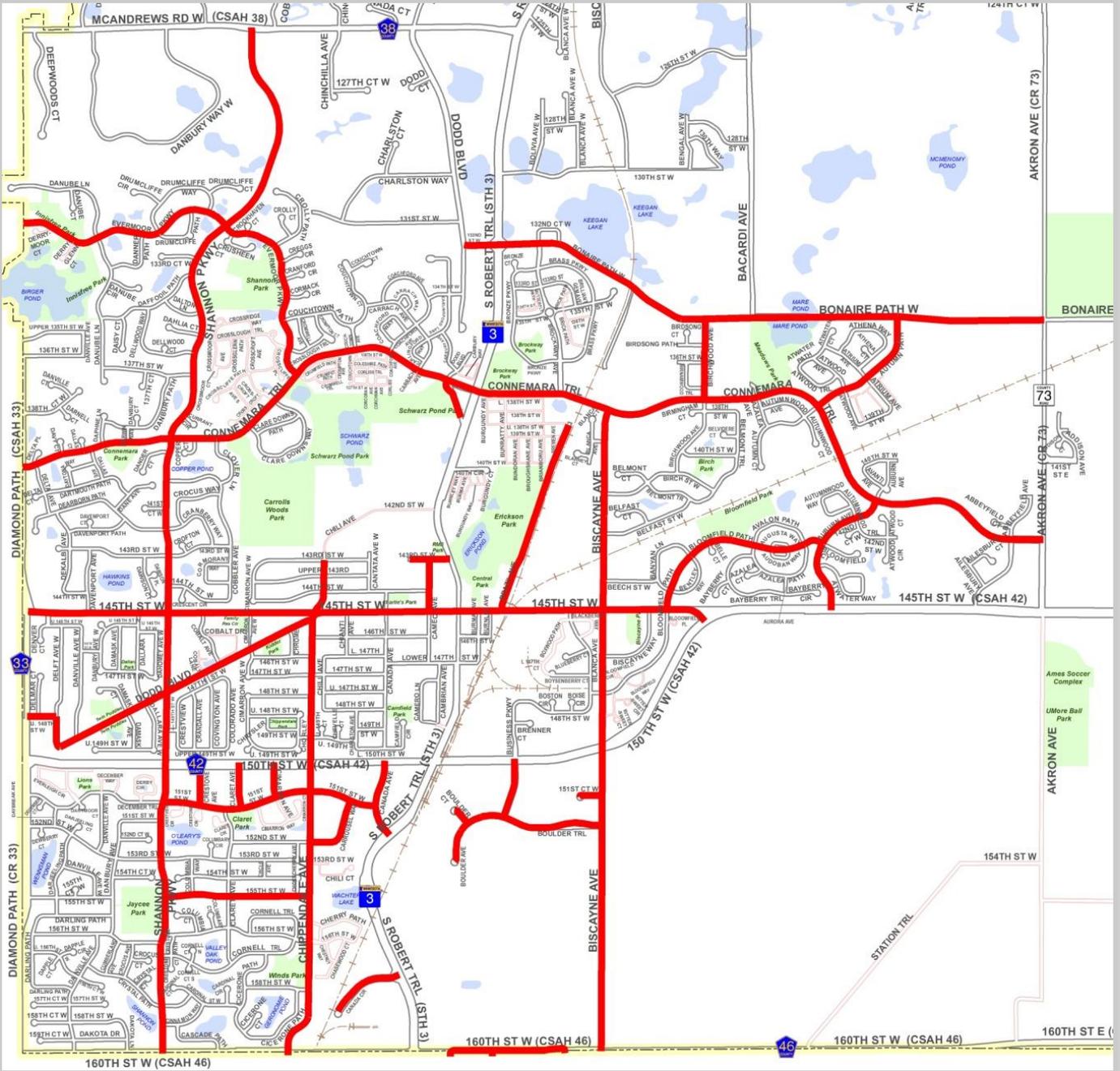
The City classifies streets based on their function, traffic volume, and importance to the welfare of the community. Those streets classified as Priority Plow Routes will be plowed first. These are high volume streets which connect major sections of the City and provide access for schools, commercial businesses, and emergency services. A map of Priority Plow Routes is provided in FIGURE 2.

Second priority streets, which include all remaining low volume residential streets, will be cleared once all Priority Plow Routes are completed.

Third priority areas are certain City parking lots, sidewalks, trails, ice rinks, wells, water towers and lift stations. These areas are generally cleared after all streets are cleared.

Snow removal around fire hydrants will be performed when necessary when personnel and equipment are available. Residents and businesses are encouraged to clear snow from hydrants that are located adjacent to their property to aid in the provision of emergency services.

FIGURE 2 - PRIORITY PLOW ROUTES



Priority routes also include the following segments in eastern Rosemead:

- 140th Street East from Blaine Avenue to TH 52
- 140th Street East from Conley Avenue to 145th Street East
- Conley Avenue from 140th Street East to 145th Street East
- Pine Bend Trail from Courthouse Boulevard to the east approximately 1 mile

Sidewalks and trails

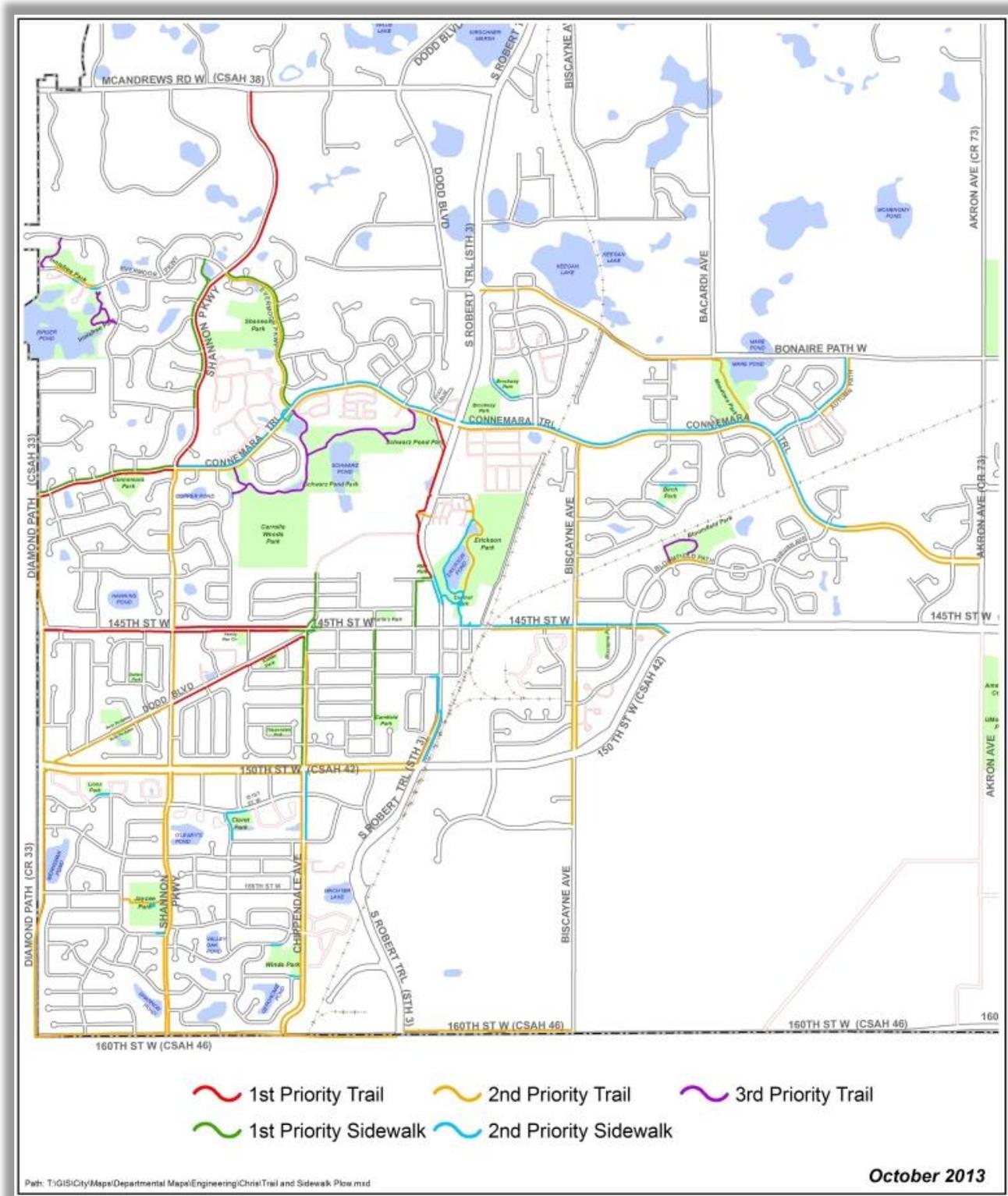
The City will clear snow from only those sidewalks and trails shown in FIGURE 3. Following heavy snowfall conditions which may interfere with snow removal, sidewalk and trail plowing operations may be suspended until conditions improve. In rare cases, operations may be suspended through the duration of the season.

Sidewalks and trails are identified as first priority (school routes), second priority, and third priority (designated park trails).

- First priority sidewalks and trails will be plowed as necessary to accommodate access to schools.
- Second priority sidewalks and trails will be plowed during normal working hours as soon as possible after a snow event.
- Third priority trails (in designated parks) will be plowed during normal working hours when time and conditions permit the safe removal of snow.

According to City ordinance, snow removal from all remaining sidewalks and trails is the responsibility of the adjacent homeowner. If notice has been sent to the property owner and snow has not been removed, the City may remove the snow and ice and charge the cost of the removal through all means available against the adjacent property. The fee to cover this cost is set per the City Fee Resolution. The City reserves the right to charge extra costs in extraordinary situations.

FIGURE 3 - SIDEWALKS AND TRAILS PLOWED BY THE CITY



Right-of-way

The intent of the right-of-way is to provide room for snow storage, public and private utilities, sidewalks, street lights, signage and other City uses. However certain private structures such as mailboxes are required within this area. Other private structures are not required or recommended.

A. Mailbox

Mailboxes and posts should be constructed sturdily enough to withstand snow rolling off a plow or wing.

The City will bear the cost to repair a damaged mailbox only if it is a result of City equipment actually hitting the mailbox. In the case of direct impact, the City will make temporary repairs to mailboxes to accommodate mail delivery until permanent repairs can be made. Damage resulting from snow rolling off the plow is the responsibility of the property owner.

All replacement mailboxes and posts shall be a standard size non-decorative type. All costs over and above replacement of this standard type are the responsibility of the mailbox owner. Mailboxes must be installed in such a manner as to provide access by Post Office personnel or other parcel carriers, and to allow for Public Works equipment to maintain the streets. A drawing showing the proper details for mailbox placement is attached as EXHIBIT A.

B. Boulevard sod

The City shall record the location of sod damage caused by contact with the City snowplow for review by Public Works staff in the spring when the extent of the damage can be verified. Frequently, the damage looks more severe immediately after occurring than it does when the snow has melted in the spring. If the sod needs repair as determined by Public Works staff, Public Works staff shall either sod or seed the damaged area, including new topsoil if necessary, by May 30. The City will bear the cost of these repairs.

C. Irrigation, Lighting, Trees, Fences, Etc.

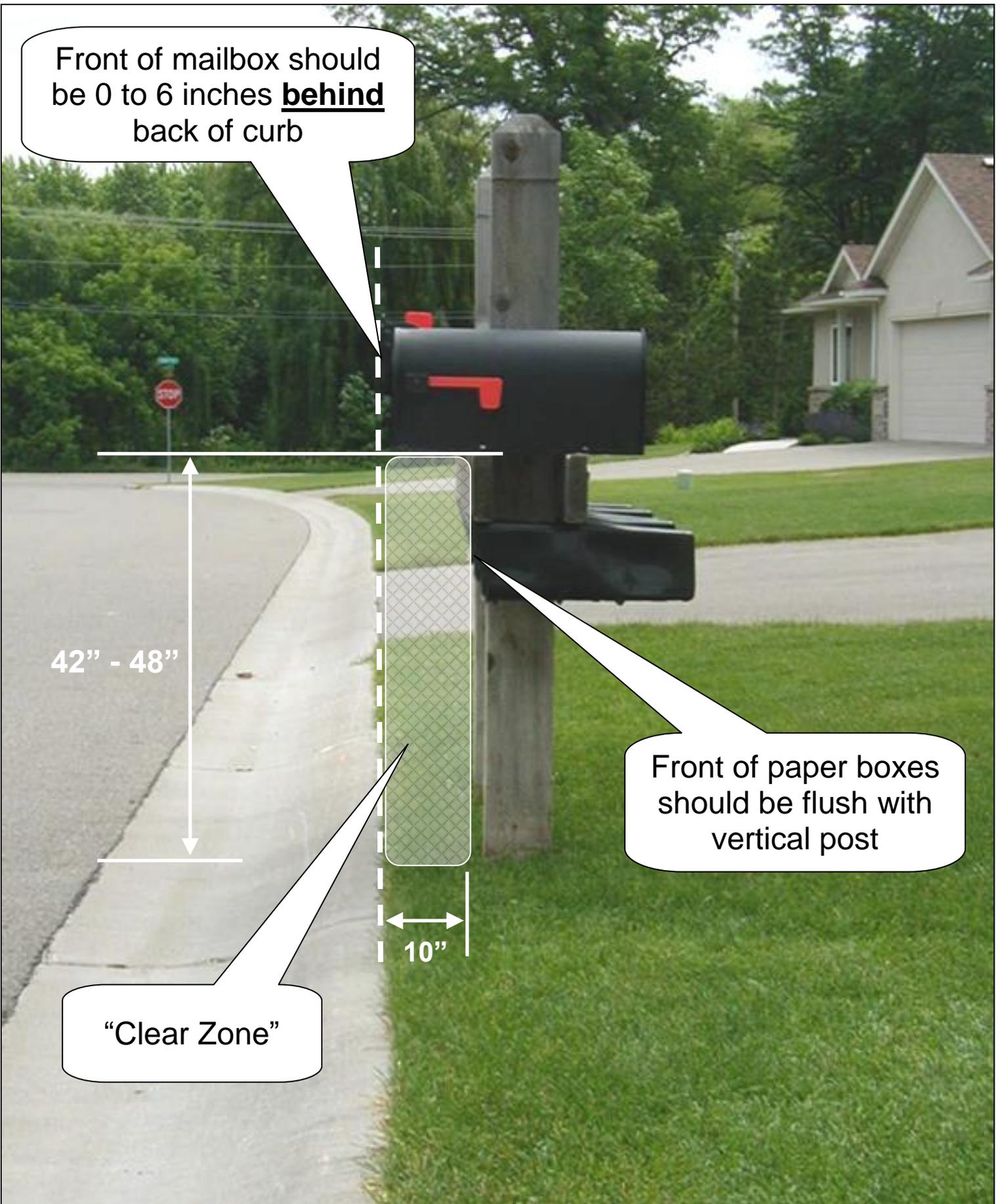
The City will assume no responsibility for damage to underground irrigation systems, private lighting systems, trees, shrubs, rocks, fences or similar landscaping installed in City right-of-way or easements.

D. Refuse & Recycling Bins

The City will assume no responsibility for damage to refuse or recycling containers. Refuse and recycling containers awaiting pickup should be at least four (4) feet behind the curb.

Parking restrictions

City Code, Chapter 8, Section 8-2-2 prohibits on-street parking during a snow emergency. A snow emergency is declared when a 2-inch or more snowfall occurs, and continues until that street has been plowed curb-to-curb. This code also prohibits on-street parking from 2 a.m. to 6 a.m. daily from November 1 through April 1 each year.



Front of mailbox should be 0 to 6 inches **behind** back of curb

42" - 48"

Front of paper boxes should be flush with vertical post

"Clear Zone"

10"

Recommended Mailbox Installation

APPENDIX D

Right-of-Way and Boulevard Maintenance Policy

CITY OF ROSEMOUNT

POLICY TITLE: **RIGHT-OF-WAY AND BOULEVARD MAINTENANCE**

EFFECTIVE DATE: **MARCH 3, 2008**

POLICY NUMBER: **P - 6**

PROPOSED BY: **PUBLIC WORKS**

DATE APPROVED
BY COUNCIL: **MARCH 3, 2008**

DATE AMENDED
BY COUNCIL: **JANUARY 21, 2014**

PURPOSE

The purpose of this policy is to define roles and responsibilities for right-of-way and boulevard maintenance within the City. The City will save valuable time and resources by involving property owners and home owners' associations with responsibility for maintenance of these areas. Establishing this Policy will also prevent confusion over maintenance responsibilities and expectations in future developed areas.

For the purpose of this Policy, the following definitions are utilized:

right-of-way – a street, alley or easement permanently established for the passage of persons and vehicles, including the traveled surface of lands adjacent that are formally dedicated to such usage

boulevard – area of land between the street, and the sidewalk or bike trail (properties without a sidewalk or bike trail do not have a boulevard as defined here, but do contain public right-of-way)

collector street – a locally significant street that provides connectivity between arterial streets or other important activity centers such as commercial areas, schools, parks or neighborhoods (a listing of streets designated as arterial or collector is provided in TABLE A)

local street – a low-volume street (neither arterial nor collector) that connects City blocks and individual land parcels, with its main function being access rather than mobility

businesses – all properties included in the Commercial or Industrial zoning classification

home owners' associations – single or multi-family housing developments governed by an association

For the purpose of this Policy, responsible right-of-way and boulevard maintenance includes the following components:

1. **Boulevards and rights-of-way area shall be mowed when grass/vegetation exceeds four (4) inches.**
2. **Boulevards and rights-of-way area shall remain cleared of debris and weeds.**
3. **Boulevard and right-of-way trees shall remain pruned so that no part is within ten (10) feet of the ground, and so that no part is restricting the view or safe passage of any pedestrian or vehicle traffic, or obstructing the view of street signs or intersection sight-distance.**

POLICY

MAINTENANCE

This Policy defines right-of-way and boulevard maintenance for the following properties:

Residential Property that is not part of a home owners' association

Other Properties such as businesses, churches, schools and home owners' associations

Residential Property (not part of an association) on Local Streets

- Property owners shall be responsible for components 1 and 2.
- The City shall be responsible for component number 3.
- Removal and replacement of a damaged or dead tree located in a boulevard or right-of-way shall be performed by the City, at the City's discretion. A similar potted replacement tree will be provided to the property owner upon request, to be installed by the property owner, not within the right-of-way.

Residential Property (not part of an association) on Collector Streets

- Property owners shall be responsible for components 1 and 2 for front boulevards and rights-of-way area.
- The City shall be responsible for components 1 and 2 for side and rear boulevards and rights-of-way area.
- The City shall be responsible for component number 3 for front, side and rear boulevards and rights-of-way area.
- Removal and replacement of a damaged or dead tree located in a boulevard or right-of-way shall be performed by the City, at the City's discretion. A similar potted replacement tree will be provided to the property owner upon request, to be installed by the property owner, not within the right-of-way.

Other Properties

- Businesses, churches, schools and home owners' associations are responsible for components 1, 2 and 3.
- Removal and replacement of a damaged or dead tree located in a boulevard or right-of-way is the sole responsibility of the business, church, school or home owners' association.

FIGURE 1 identifies the boulevard and right-of-way areas to be mowed by the City.

FIGURE 2 identifies the developments that are responsible for boulevard and right-of-way tree maintenance as indicated in their PUD or other such agreement with the City.

IRRIGATION FACILITIES

- Irrigation systems constructed in the right-of-way will be held subject to the terms and conditions of the City of Rosemount Right-of-Way Ordinance.
- Private irrigation systems may be built in the right-of-way in conjunction with a public improvement project. Once the public improvement project has received the base course of bituminous, no street crossings, borings or open trench excavations will be allowed.
- Location, maintenance and repair of all private irrigation facilities is the sole responsibility of the property owner or home owners' association.
- Private irrigation systems within right-of-way and public roadway crossings shall be registered with Gopher State One Call.
- The City will not be held responsible for snowplowing damage to irrigation facilities located in the right-of-way.
- The City will have no responsibility for maintenance, operation or replacement of private irrigation systems.

OTHER TERMS AND CONDITIONS

- The City will remove any portion of a tree located on private property that falls into the public right-of-way due to a storm or other such natural occurrence, up to the point at which it is no longer blocking pedestrian or vehicle traffic. Removal of the remaining portion and its subsequent replacement is the sole responsibility of the property owner.
- It shall be established in all future PUD agreements or amendments that no trees will be planted in boulevards or rights-of-way area without special consent from City Officials. If such consent is granted, the property owner or home owners' association shall be solely responsible for the maintenance of such trees.
- The City strongly discourages property owners from planting new trees in the boulevard or right-of-way. Maintenance of any such new planting shall be the sole responsibility of the property owner.
- All boulevards and rights-of-way area established through future development shall be maintained as defined in this Policy.

PROCEDURE

The Public Works and Community Development Departments will work together throughout the development approval process to ensure that developers are informed and educated about their right-of-way and boulevard maintenance responsibilities.

When the City becomes aware of a situation where the Policy is not being followed, Staff will inform the property owners about the Policy and provide enough information to encourage future compliance.

TABLE A

Collector Streets

140th Street East from CSAH 71 to CSAH 42
145th Street West
151st Street West from Shannon Parkway to Chippendale Avenue
Auburn Avenue
Autumn Path
Bacardi Avenue
Biscayne Avenue from Connemara Trail to CSAH 46
Bonaire Path
Chippendale Avenue
Connemara Trail
CR 73
Dodd Boulevard from Shannon Parkway to Chippendale Avenue
Evermoor Parkway
Fahey Avenue East
Pine Bend Trail
Shannon Parkway

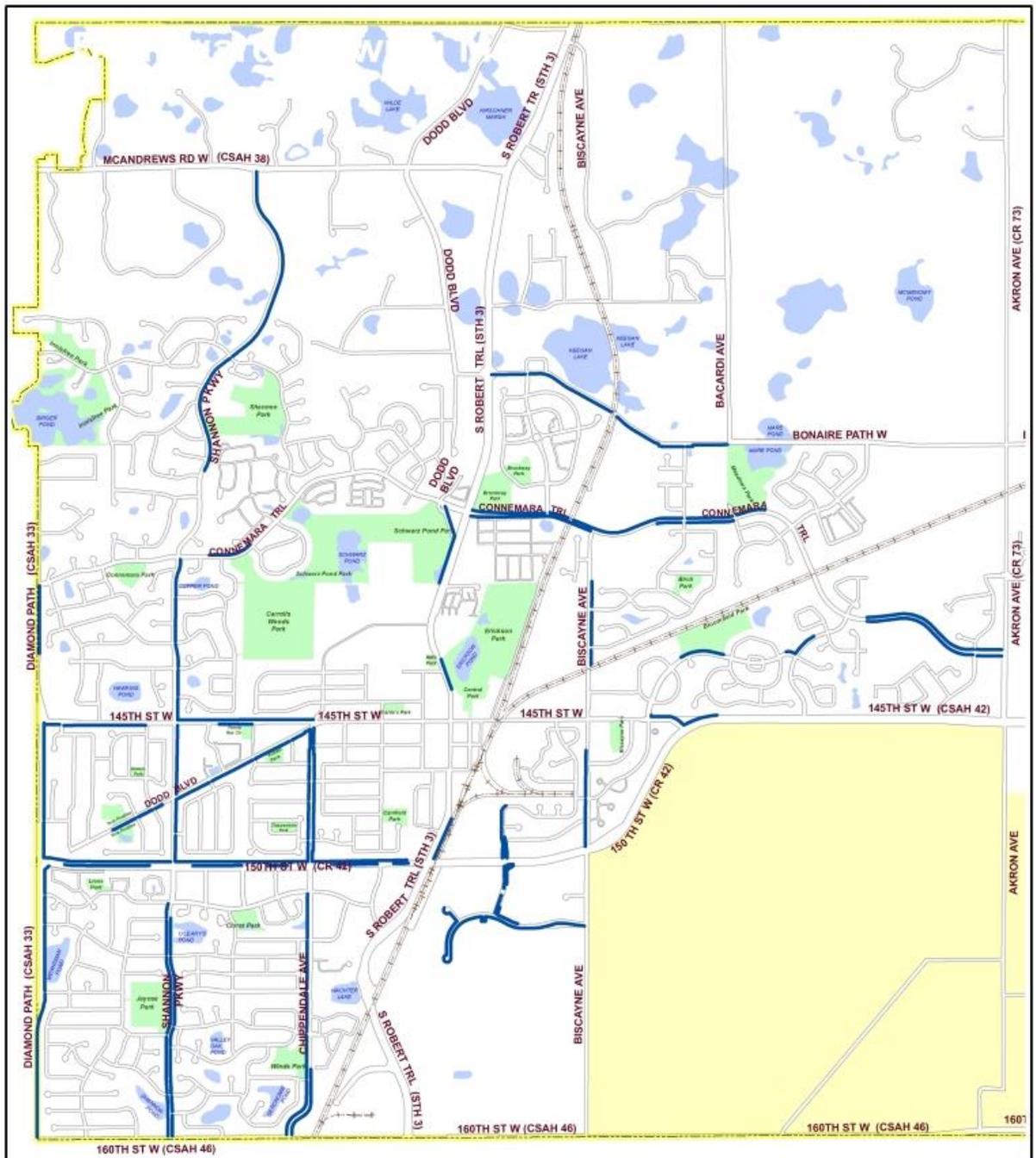
Principal Arterials

CSAH 42
TH 55
TH 52

Minor Arterials

CSAH 38
CSAH 46
CSAH 71
TH 3

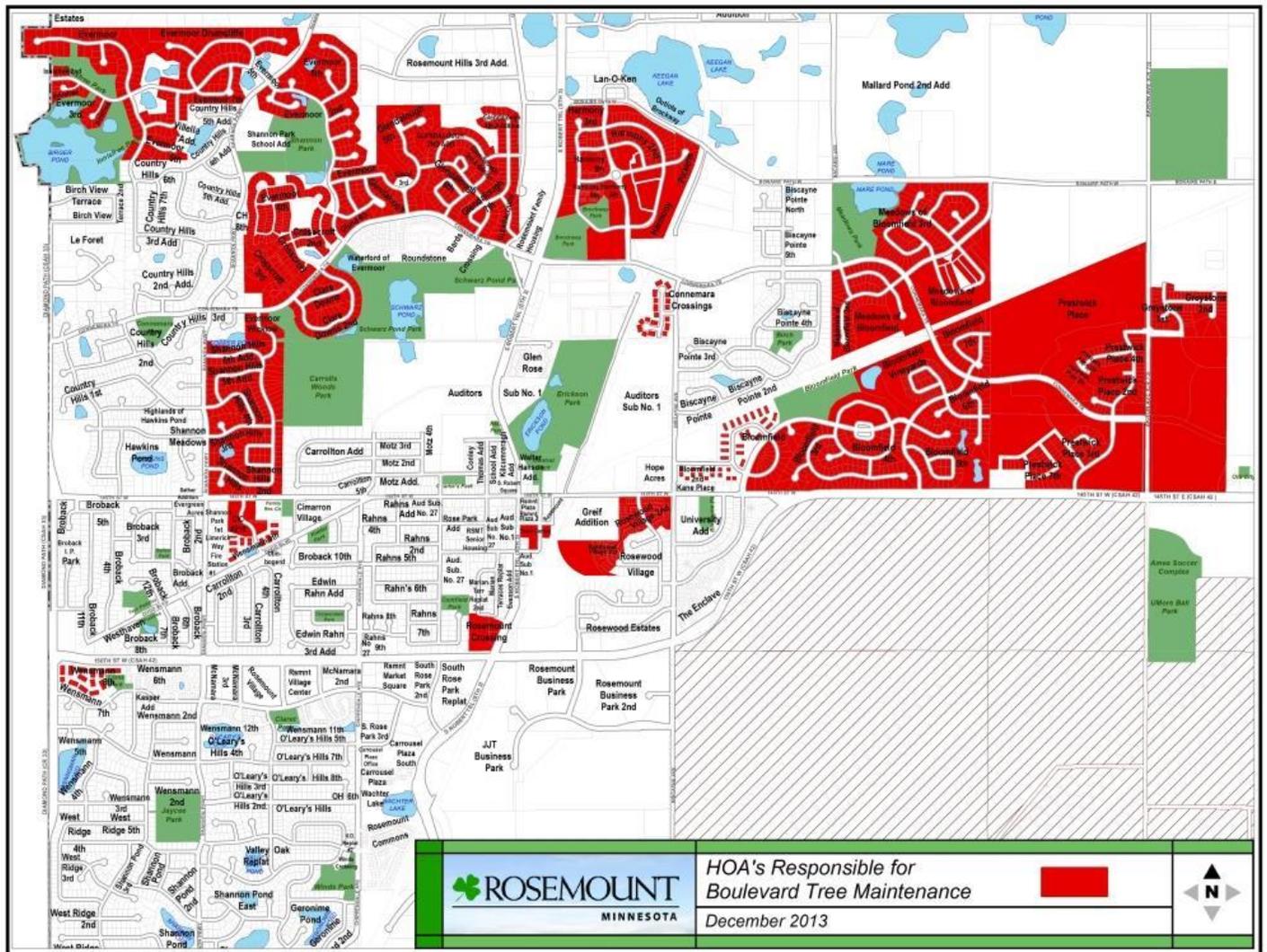
FIGURE 1 – Boulevards Mowed by the City



 <p>ROSEMOUNT MINNESOTA</p>	<p><i>Boulevards Mowed by the City</i></p> <hr style="border: 2px solid blue; width: 50px; margin: 0 auto;"/> <p>December 2013</p>	
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FILE: TIGIS/City/Maps/Departmental Maps/Engineering/Chris/Boulevard Policy - Mowing

FIGURE 2 – Developments Responsible for Boulevard Tree Maintenance



File: T:\GIS\CityMaps\Departmental Maps\Engineering\Chris\2013 Boulevard Policy

APPENDIX E
Inspection Forms

Annual Building Inspection

Building _____

EXTERIORS		Inspected By _____			Date ____ / ____ / ____
	OK	Slight Damage	Major Damage	n/a	Comments
Doors					
Electrical Outlets					
Flags/Poles					
Foundation					
Gutters					
Landscaping					
Lights					
Locks					
Paint					
Roofing					
Siding					
Signs					
Walkways					
Windows					

INTERIORS		Inspected By _____			Date ____ / ____ / ____
	OK	Slight Damage	Major Damage	n/a	Comments
Carpet					
Ceiling Tiles					
Counter Tops					
Doors					
Electrical Outlets					
Lights					
Locks					
Paint					
Restrooms					
Signs					
Tile Floors					
Windows					

Annual Pre-Season Park Inspection

Location _____

Inspected By _____

Date ____ / ____ / ____

	OK	Slight Damage	Major Damage	n/a	Comments
Parking Lots					
Turf					
Fencing					
Backstops					
Tennis Courts					
Basketball Courts					
Sidewalks/Trails					
Benches					
Tables					
Grills					
Ball Fields					
Shelters					

Recommended action(s) for any damage:

Action(s) taken:

Date:

____ / ____ / ____
 ____ / ____ / ____
 ____ / ____ / ____
 ____ / ____ / ____
 ____ / ____ / ____
 ____ / ____ / ____