



BOARD OF ALDERMEN
Work Session Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, September 19, 2023 5:00 PM
City Hall Board Room

1. GENERAL AGENDA

- A. Missouri American Water Lead Service Line Replacement
- B. IRIS Microtransit Program Overview
- C. City and private property owner responsibilities within public rights-of-way (Community Development)

2. ADJOURN

CITY OF PARKVILLE Policy Report

Date: September 13, 2023

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Missouri American Water Lead Service Line Replacement

BACKGROUND:

On December 22, 2020, the U.S. Environmental Protection Agency (EPA) finalized the first major update to the Lead and Copper Rule in nearly 30 years. The new rule strengthens every aspect of the Lead and Copper Rule to better protect children and communities from the risks of lead exposure. Under the new rule, water systems are required to identify and report to the EPA by October 16, 2024, the material for both the company and customer's side of the service line - the pipe that provides drinking water to homes or business from the water main.

Missouri American Water has maintained good records of the service line material on the company side of the service, but does not have records of the customer-owned portion of the service line. Lead service lines were typically constructed prior to 1930. Between 1930 and 1965, the plumbing industry transitioned from lead service lines to copper service lines. In order to ensure Missouri American Water Company meets the reporting requirements, they will be conducting an inventory of the service lines in Parkville. The collection of the service line inventory will occur in 2023. Missouri American Water's contractors will be canvassing Parkville to verify the material of the service line coming through the home foundation, which will require access inside the home. Once the inventory has been completed, Missouri American Water's contractor will begin contacting and scheduling customers for replacements of lead service lines at no direct cost to the customer, which will begin in 2024. A customer's decision to replace an old lead service line is an important one. Missouri American Water cares about their customers and believes replacing a lead water service line is an important step in reducing lead exposure. Please note if a service line contains lead, it does not mean the service line cannot be used. Missouri American Water regularly tests for lead in drinking water and their water meets state and federal water quality regulations, including those services with lead. Missouri American Water has voluntarily pledged to replace all lead service lines in the communities in which they serve by 2030. This goes above and beyond federal requirements to better protect our customers.

Customer Engagement

- **Community Notification:** A crucial part of the program is customer engagement. Due to the customer side of the service line not being a Missouri American Water asset, they must have permission and access to the customer's property to verify the service line material and to perform the work.

- Current Activities: Letters will be mailed to the customers where they believe lead is likely present prior to the canvassing. They are in the process of establishing a notification/reminder phone call and should have this available for use following the information letter.

Additional Resources:

- Missouri American Water: <https://www.amwater.com/moaw/water-quality/lead-and-drinking-water/>
- Missouri Department of Natural Resources: <https://dnr.mo.gov/document-search/lead-drinking-water-important-information-how-protect-your-health>
 - <https://dnr.mo.gov/water/business-industry-other-entities/technical-assistance-guidance/lead-service-lines#:~:text=Austen%20Dudenhoeffer%3A%20573%2D751%2D,dudenhoeffer%40dnr.mo.gov>
 - <https://dnr.mo.gov/document-search/how-identify-your-water-service-line-material-pub3052>
 - <https://www.youtube.com/watch?v=1JUGlpuH9a4>
- EPA: <https://www.epa.gov/lead>
- Current Water Rate Information: <https://www.amwater.com/moaw/Customer-Service-Billing/Water-and-Wastewater-Rates/>

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Receive information regarding Missouri American Water's lead service line replacement project.
2. Provide staff feedback.
3. Direct staff to conduct additional research.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the Board of Aldermen receive information regarding Missouri American Water's lead service line replacement project.

ATTACHMENTS:

1. Lead Service Line Replacement
2. Post Service Line Replacement Instructions
3. Lead at Home
4. Lead Facts
5. Service Line Self Assessment Guide

FREQUENTLY ASKED QUESTIONS

WHY SHOULD I PARTICIPATE IN THIS PROGRAM?

Your decision to replace an old lead service line is an important one. The U.S. Centers for Disease Control (CDC) and the U.S. Environmental Protection Agency (EPA) recommend replacing the entire lead service line rather than only replacing a portion of the line. Because replacing only a portion of the lead service line can potentially increase the exposure to lead through drinking water, all lead portions of the service line should be replaced.

WHAT IS INCLUDED IN THE REPLACEMENT?

This includes replacement of any lead portions of the water service line from the water main to a valve inside your house (limited up to 5 feet inside your house). If there is no existing valve, we will install one as needed.

MY HOUSEHOLD PLUMBING IS LEAD. WILL YOU REPLACE THAT AS WELL?

No, this project will only replace lead water service lines from the water main to the first valve within your household, up to 5 feet.

WILL YOU COVER ANY COSTS IF I REPLACE MY LEAD SERVICE LINE SOONER OR LATER THAN YOUR PLANNED PROJECT?

At this time, this program is only offered while we are upgrading our water infrastructure. If you decide to replace your service line prior to or after our planned project, we can not guarantee that we could cover the costs. Customers always have the option of replacing their portion of the service line through their own contractor at their own expense, not reimbursed by the company. In these cases, it's very important for the homeowner and/or their plumber to contact us ahead of time.

DO I NEED TO BE HOME?

You will need to be home for part of the work. To remove the entire lead service line, we will need to access your existing customer-owned service line as it enters your house. You also will need to be home to flush your plumbing after the work is completed.

WILL MY WATER SERVICE BE TURNED OFF DURING THIS WORK?

A short, temporary disruption in water service may occur as we transition from the old lead service line to the new service line. We will make every effort to minimize any disruption.

WHY DO I NEED TO FLUSH MY HOUSEHOLD PLUMBING AFTER THE SERVICE LINE IS REPLACED?

Flushing of your household plumbing can remove any debris or pipe scale that may have broken loose during construction. Pipe scale may contain lead, so it is important to flush it out.

IF I CHOOSE TO PARTICIPATE, WHEN CAN YOU SCHEDULE THIS WORK?

We need to perform this work as we are upgrading the water infrastructure in your area. We will contact you to schedule a time that works best.

CAN I USE A FILTER TO REMOVE LEAD INSTEAD OF REPLACING THE LEAD SERVICE LINE?

Using filters rated to remove lead can be effective if properly maintained. Removing the entire lead service line pipe will remove a source of lead and help to reduce your risk of potential exposure to lead in drinking water. U.S. EPA recommends using a pitcher filter for drinking water for six months after a lead service line replacement to reduce potential exposure to lead.

WHAT STEPS CAN I TAKE TO REDUCE MY EXPOSURE TO LEAD?

You cannot see, smell or taste lead, and boiling water will not remove lead. Here are steps you can take to reduce your potential exposure if lead exists in your home plumbing.

1. **Replace any lead service lines.** If you have a lead service line, replace it.

2. **Flush your taps.** The longer the water lies dormant in your home's plumbing, the more lead it might contain. If the water in your faucet has gone unused for more than 6 hours, flush the tap with cold water for 30 seconds to 2 minutes before drinking or using it to cook. To conserve water, catch the running water and use it to water your plants.

3. **Use cold water for drinking and cooking.** Hot water has the potential to contain more lead than cold water. If hot water is needed for cooking, heat cold water on the stove or in the microwave.
4. **Routinely remove and clean all faucet aerators.**

5. **Look for the "Lead Free" label** when replacing or installing plumbing fixtures.

6. **Follow manufacturer's instructions for replacing water filters** in household appliances, such as refrigerators and ice makers, as well as home water treatment units and pitchers. Look for NSF 53 certified filters.

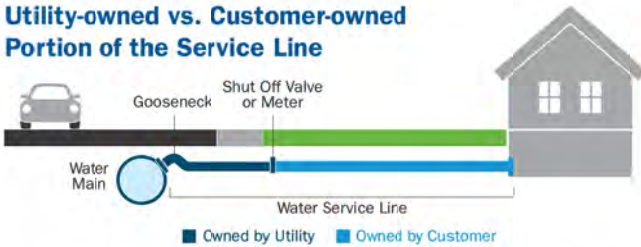
7. **Flush after plumbing changes.** Changes to your service line, meter, or interior plumbing may result in sediment, possibly containing lead, in your water supply. Remove the strainers from each faucet and run the water for 3 to 5 minutes.



Missouri American Water will be upgrading the water infrastructure in your area in the near future. While we're there, if the utility-owned or customer-owned portion of the service line (see diagram) is made of lead that needs to be replaced, we'll work with you to replace it. Best of all, we'll cover the costs to replace your lead service line.

REPLACING LEAD SERVICE LINES HELPS MANAGE THE RISK OF POTENTIAL EXPOSURE TO LEAD IN DRINKING WATER.

Utility-owned vs. Customer-owned Portion of the Service Line



Please note: This diagram is a generic representation. Variations may apply.

INFRASTRUCTURE. ONE MORE WAY WE KEEP LIFE FLOWING.



CONTACT US

PLEASE REVIEW THE ENCLOSED INFORMATION and contact us as soon as possible, because we need your input on this important project impacting your water service.

CONTACT/PROJECT MANAGER

PHONE

EMAIL

PLEASE ALLOW US TO REPLACE YOUR SERVICE LINE AT THIS TIME IF IT'S MADE OF LEAD

Here's what to expect...



CONTACT US

Please contact the project manager at the number provided on the front page. We would like to explain the process and answer your questions.



WE'LL CHECK YOUR LINE

With your signed approval, we will check if your service line is made of lead.

For safety, this may involve us inspecting your service line where it enters your home and connects to your water meter. It also may involve obtaining a mark out of underground utilities and checking your home electrical system grounding.

In addition, we may need to dig a few small test pits over your existing service line to determine your service line material. The number and size of test pits may vary.



WE'LL LET YOU KNOW IF YOUR LINE IS LEAD

We will inform you if lead pipe is found.

And, if it is, we'll need your approval to replace it. Replacing the entire lead portion of the service line at this time can help you better manage your risk of potential exposure to lead in drinking water.



AGREE TO HAVE YOUR LEAD SERVICE LINE REPLACED

First, we'll meet with you to discuss the project specifics and how to prepare the work area.

Then, before we can proceed, the property owner must sign and return an agreement to allow our contractor to work on the property.



WE'LL REPLACE THE LEAD SERVICE LINE

Our contractor will install the new water service line. This generally can be done in one day.

Typically, there is up to a 4 hour interruption of water service while we perform the work. You may want to store a few gallons of water for drinking in preparation.

Any needed lawn, driveway or sidewalk restoration work may take additional days, but there's no need for you to be home while we complete the restoration.



FLUSH YOUR PLUMBING

Your household plumbing will need to be flushed to remove debris and any pipe scale that may have come loose during construction.

This step should be completed BEFORE you consume tap water or use hot water. This also is a good time to clean aerators.

We'll provide you with printed instructions for initial and ongoing maintenance flushing. Our contractor will coordinate with you to perform the initial flush.

It is very important to complete proper flushing following the replacement.



USE PITCHER FILTER/COLLECT A SAMPLE

When the work is completed, we will provide a pitcher filter rated to remove lead with replacement cartridges for you to use for the six months following replacement of your lead service line.

Three months after the service line replacement, we will send you a lead sample kit so we can get a better understanding of the quality of the water in your home. Once available, we will inform you of the results.

ABOUT LEAD

Missouri American Water regularly tests for lead in drinking water at our treatment facilities and at representative sites in the distribution system, and we comply with drinking water standards.

HEALTH EFFECTS OF LEAD

Lead can cause serious health problems if too much enters your body from drinking water or other sources.

According to the U.S. Environmental Protection Agency, exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney or nervous system problems.

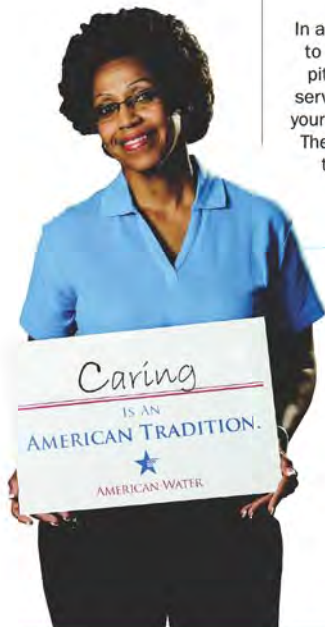
Note: We are not selling any services in this program.

LEARN MORE

- **ONLINE:** To learn more about lead, our lead service line replacement program or tips on what you can do to reduce the potential exposure to lead, scan the QR code or visit us online at missouriamwater.com/leadfacts.
- **CONTACT US:** For questions about the service line replacement project in your area, contact the project manager provided on the front page. For general questions about the program, please contact our Customer Service Center M-F, 7 a.m. to 7 p.m. at 1-866-430-0320.
- **FOR MORE INFORMATION ON DRINKING WATER IN GENERAL:** Call the USEPA's Safe Drinking Water Hotline at 1-800-426-4791.



To learn more about lead in drinking water, scan the QR code.



WHAT TO DO AFTER YOUR LEAD SERVICE LINE HAS BEEN REPLACED

Today, we replaced all or a portion of the service line at your property because it contained lead or galvanized pipe. Your household plumbing will need to be flushed to remove any sediment or debris like pipe scale that may have come loose during replacement.

Please follow these important instructions regarding immediate and maintenance flushing, as well as use of the pitcher filter we provided.

IMMEDIATE WHOLE HOUSE FLUSH

BEFORE you consume tap water or use hot water, flush your household plumbing. Consuming includes drinking, cooking, making baby formula, filling pet bowls or using appliances requiring water, such as icemakers and filtered water dispensers.

1. Find the closest **cold water** tap to where the water line comes into the home (such as an outside hose bib or laundry/utility sink). If using an outside faucet, please use a hose to safely direct water away from your home. **If applicable:** Remove the faucet aerator and bypass any home water treatment unit(s), per manufacturer's instructions.
2. Fully open the cold water tap and let the water run for **at least 30 minutes**.

Next, flush the remainder of your household plumbing as follows¹:

3. Find all cold water faucets that will drain properly into a sink/basin, tub, shower or laundry tub, and remove any aerators and screens from the faucets that will be flushed. **If applicable:** Remove any filter devices.
4. Beginning in the lowest level of the home and working your way up, fully open the cold water taps throughout the home. Be sure to monitor all taps and drains to prevent overflows.
5. Let the water run for **at least 30 minutes** at the last tap you open on the top floor.
6. Turn off each tap starting with the taps on the top floor and work your way to the bottom floor. Clean and replace the aerators on faucets as you go.

USE THE PITCHER FILTER PROVIDED

Use the pitcher filter provided for all drinking water use, including cooking, for the next **6 months**. Replacing a lead service line has been shown to potentially cause temporary increases in lead levels. Using a pitcher filter designed to remove lead from drinking water can help reduce your overall exposure to lead. Please review the manufacturer's instructions on proper use of the filter and contact us if you need additional filter cartridges.

About 3 months after the service line replacement: We will send you a lead sample kit so we can get a better understanding of the quality of the water in your home. Please follow the instructions for collecting a sample so we can provide you with accurate information about the quality of your water and discuss appropriate next steps.

DAILY AND MONTHLY MAINTENANCE FOR 6 MONTHS

Other steps to help manage your potential exposure include:

- **DAILY (for 6 months):** Each morning or any time the water in the faucet has gone unused for more than 6 hours, flush your tap for **5 minutes** before using any water for drinking, cooking or making infant formula.
- **MONTHLY (for 6 months):** Remove and clean all faucet aerators. After 6 months, clean aerators twice a year.

Please note: Homeowners are responsible for their in-home plumbing. Plumbing fixtures like faucets, valves and solder can contain small amounts of lead. Flushing these types of fixtures can help reduce lead exposure. If you have concerns about the plumbing in your home, you will need to contact a licensed plumber.

Date: _____ Time: _____ a.m. / p.m.



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QUESTIONS?

Missouri American Water
Customer Service Center
1-866-430-0820
M-F, 7 a.m. to 7 p.m.

FOR MORE INFORMATION

Missouri American Water meets all drinking water standards related to lead.

Basic information about lead, the steps we take—along with tips on what you can do—to reduce the potential for lead exposure can be found by visiting the resources listed below.

RESOURCES

Missouri American Water
Scan the QR code or visit missouriamwater.com/Leadfacts.



USEPA's Safe Drinking Water Hotline
1-800-426-4791

National Lead Information Center
1-800-424-LEAD

¹ Source: American Water Works Association (AWWA)

REDUCING YOUR POTENTIAL EXPOSURE TO

LEAD AT HOME



The most common source of lead in tap water is from the customer's plumbing and their service line.

Providing safe, reliable water service is our top priority. We test and monitor for a wide range of contaminants, including lead.

While these tests indicate that lead is not an issue in the treated water leaving our facilities, lead levels might be detected at some properties due to corrosion of:

- **Lead service line** serving older homes and buildings
- **Lead solder** in household plumbing installed before state adoption of the EPA lead ban in August 1988
- **Some faucets** manufactured prior to 2014

It might also be detected if sediment or debris, possibly containing lead, is released from a lead service line during repair projects, or a partial replacement of the lead service line serving your home is performed.

WE'RE COMMITTED TO REPLACING LEAD SERVICE LINES

Visit missouriamwater.com/leadfacts to learn how to identify your service line material. If your service line is made of lead be sure to let us know.

REDUCING YOUR POTENTIAL EXPOSURE

You cannot see, smell or taste lead, and boiling water will not remove lead. Here are steps you can take to reduce your potential exposure if lead exists in your home plumbing.

- 1. Flush your taps.** The longer the water lies dormant in your home's plumbing, the more lead it might contain. If the water in your faucet has gone unused for more than 6 hours, flush the tap with cold water for 30 seconds to 2 minutes before drinking or using it to cook. To conserve water, catch the running water and use it to water your plants.
- 2. Use cold water for drinking and cooking.** Hot water has the potential to contain more lead than cold water. If hot water is needed for cooking, heat cold water on the stove or in the microwave.
- 3. Routinely remove and clean all faucet aerators.**
- 4. Look for the "Lead Free" label** when replacing or installing plumbing fixtures.
- 5. Follow manufacturer's instructions for replacing water filters** in household appliances, such as refrigerators and ice makers, as well as home water treatment units and pitchers. Look for NSF 53 certified filters.
- 6. Flush after plumbing changes.** Changes to your service line, meter, or interior plumbing may result in sediment, possibly containing lead, in your water supply. Remove the strainers from each faucet and run the water for 3 to 5 minutes.



MISSOURI
AMERICAN WATER

WE KEEP LIFE FLOWING®

HEALTH EFFECTS OF LEAD

Lead can cause serious health problems if too much enters your body from drinking water or other sources.

According to the U.S. Environmental Protection Agency, exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney or nervous system problems.

MO.SLR.11 03-2023

FREQUENTLY ASKED Q AND A

IS LEAD IN WATER REGULATED?

Yes. The EPA's lead standard is an action level that requires treatment modifications if lead test results exceed 15 parts per billion (ppb) in more than 10 percent of first draw samples taken from household taps.

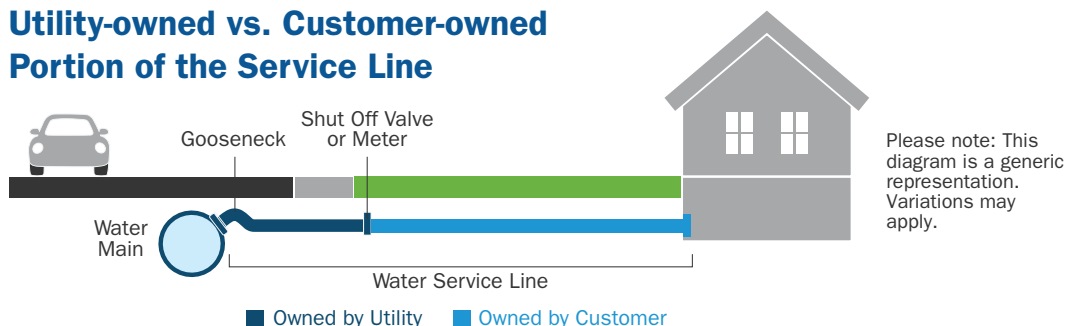
Missouri American Water regularly tests for lead at the end of its treatment process. Testing has shown that lead is not an issue in the water exiting any of our water treatment facilities. We also conduct tests in our distribution system in accordance with the EPA regulatory requirements. In addition, we take steps to reduce the potential of lead leaching from service lines and household plumbing into the water by managing the pH levels in the water leaving our treatment facilities and adding a corrosion inhibitor where needed.

DOES THAT MEAN I DO NOT HAVE LEAD IN MY WATER?

Not necessarily. You might have lead in your drinking water if your service line, household plumbing or fixtures contain lead. Lead test strips that test for the presence of lead in plumbing are available at hardware stores.

Homes built before 1930 are more likely to have lead plumbing systems. Lead pipes are dull grey color and scratch easily revealing a shiny surface. If your house was built before August 1988, you are more likely to have lead-soldered joints on copper piping. Lead solder is a silver or grey color. If you do, the chance of the lead leaching into your drinking water is greater when water has been standing in the pipes for many hours or overnight.

Utility-owned vs. Customer-owned Portion of the Service Line



HOW CAN I TELL IF MY WATER CONTAINS LEAD?

You can have your water tested for lead. Since you cannot see, taste or smell lead dissolved in water, testing is the only sure way of knowing.

SHOULD I FLUSH MY FAUCETS EVERY MORNING BEFORE USING IT TO DRINK OR PREPARE FOOD?

Yes. See Reducing Your Potential Exposure on the opposite side.



GETTING YOUR WATER TESTED FOR LEAD

Missouri American Water does not provide testing for lead for individual customers who request it. Customers can choose to have their water tested at their cost at a certified laboratory.



To learn more about lead in drinking water, scan the QR code.

FOR MORE INFORMATION

Missouri American Water Customer Service Center
1-866-430-0820
M-F, 7 a.m. to 7 p.m.

Check us out online: Visit missouriamwater.com/leadfacts

For more information on drinking water standards:
Contact the EPA Hotline at 1-800-426-4791

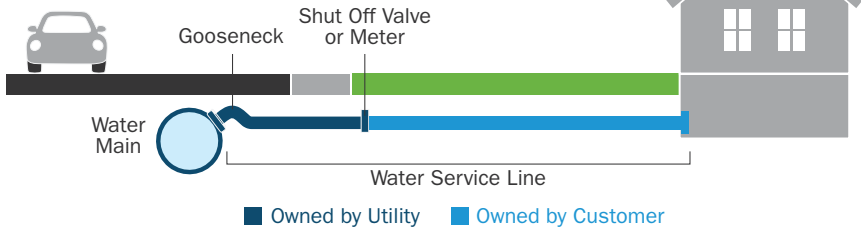
For more information on reducing lead exposure around your home/building and the health effects of lead:
Visit USEPA's website at www.epa.gov/lead

LEAD SERVICE LINE REPLACEMENT PROGRAM

At Missouri American Water, providing safe, reliable water service is our top priority. That's why we're committed to replacing utility-owned and customer-owned lead service lines where they exist. Visit us online for tips on how to identify the material of your service line. If you're still unsure, we're here to help. If it's discovered that the portion of service line you own is made of lead, we'd like to work with you to replace it to help reduce your exposure to lead.

Please note: If your service line contains lead, it does not mean you cannot use water as you normally do. Missouri American Water regularly tests for lead in drinking water and our water meets state and federal water quality regulations, including those set for lead.

Utility-owned vs. Customer-owned Portion of the Service Line



Please note: This diagram is a generic representation. Variations may apply.

LEARN MORE ONLINE

To learn more about our service line replacement program, check out our webpage by scanning the QR code or visiting us at **www.missouriamwater.com/leadfacts**.

Here are just a few examples what you'll learn:

- Tips on how to assess and help reduce lead exposure
- Frequently asked questions related to the program
- Guide to self-identify and submit your service line material
- Additional resources and videos about lead in drinking water



REDUCING YOUR POTENTIAL EXPOSURE

You cannot see, smell or taste lead, and boiling water will not remove lead. Here are steps you can take to reduce your potential exposure if lead exists in your home plumbing.



- 1. Flush your taps.** The longer the water lies dormant in your home's plumbing, the more lead it might contain. If the water in your faucet has gone unused for more than 6 hours, flush the tap with cold water for 30 seconds to 2 minutes before drinking or using it to cook. To conserve water, catch the running water and use it to water your plants.



- 2. Use cold water for drinking and cooking.** Hot water has the potential to contain more lead than cold water. If hot water is needed for cooking, heat cold water on the stove or in the microwave.



- 3. Routinely remove and clean all faucet aerators.**
- 4. Look for the "Lead Free" label** when replacing or installing plumbing fixtures.



- 5. Follow manufacturer's instructions for replacing water filters** in household appliances, such as refrigerators and ice makers, as well as home water treatment units and pitchers. Look for NSF 53 certified filters.



- 6. Flush after plumbing changes.** Changes to your service line, meter, or interior plumbing may result in sediment, possibly containing lead, in your water supply. Remove the strainers from each faucet and run the water for 3 to 5 minutes.

QUESTIONS ABOUT OUR LEAD PROGRAM?

Customers can also contact us through the Contact Us form on our lead webpage, and we'll have a local team member get in touch with you.

If your home was built before 1930, you are more likely to have lead pipes on your property. Here's a quick guide to help you determine your service line material.

QUESTIONS?

Missouri American Water
Customer Service Center
1-866-430-0820
M-F, 7 a.m. to 7 p.m.

QUICK GUIDE TO DETERMINING YOUR SERVICE LINE MATERIAL

KNOW WHAT'S BELOW.



Missouri American Water's water mains are not made of lead; however, the water service line that carries the water from the water main in the street to your home could be. Homeowners' service lines may be made of lead, copper, galvanized steel or plastic. You can assess your service line material where it enters your home, typically in your basement, crawl space or garage, near the inlet valve.

TIPS FOR DETERMINING YOUR SERVICE LINE MATERIAL

YOU WILL NEED: Key or coin and a strong magnet

WHAT TO DO:

1. Locate the service line pipe as it enters your home from an exterior wall or floor.
2. If the pipe is a dull, silver-gray color, carefully scratch the pipe (like you would a lottery ticket) with a key or coin. Take care not to make a hole in the pipe. If the scratch turns a shiny silver color, it could be lead or steel.
3. Place the strong magnet on the pipe. If a magnet sticks, it is a steel pipe.
4. Wash hands after inspecting pipe.

TYPES OF PIPE

	• Galvanized: A dull, silver-gray color. Use a magnet - strong magnets will typically cling to galvanized pipes.
	• Copper: The color of a copper penny.
	• Plastic: Usually white, rigid pipe that is jointed to water supply piping with a clamp. Note: It can be other colors, including blue and black.
	• Lead: A dull, silver-gray color that is easily scratched with a coin. Use a magnet - strong magnets will <u>not</u> cling to lead pipes.

OTHER WAYS TO CHECK FOR LEAD

1. A licensed and insured plumber can inspect your pipes and plumbing.
2. Lead test kits can be purchased at local hardware or home improvement stores. These kits are used to test paint, but can also be used to test pipe—not the water inside. Look for an EPA recognized kit. Wash your hands after inspecting plumbing and pipes.

QUALITY. ONE MORE WAY WE KEEP LIFE FLOWING.

CITY OF PARKVILLE

Policy Report

Date: September 13, 2023

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

IRIS Microtransit Program Overview

BACKGROUND:

The Kansas City Area Transportation Authority (KCATA) seeks to expand access to public transit in Kansas City, Missouri and potentially surrounding communities in areas that are currently underserved by transit. KCATA provides transit services to the counties of Cass, Clay, Jackson and Platte in Missouri and Johnson, Leavenworth and Wyandotte in Kansas. The IRIS program was launched in March and is run through their third-party service provider zTrip.

Recently, the Northland, including Riverside, North Kansas City (NKC), Gladstone and Liberty, are utilizing this service via agreement through the end of 2023 on a trial only basis to determine interest in ridership. Some cities have zero charge per ride (NKC and Riverside), while others require, or are considering a requirement, of \$3.50 per ride.

Information regarding this program was shared with Park University as there is a student need for transportation and they are also interested in the data from this trial period.

BUDGET IMPACT:

Per the draft agreement, the cost per month for the services, through the end of 2023, would be \$7,000/month.

ALTERNATIVES:

1. Receive the information with no further steps.
2. Provide direction to staff to move forward with drafting an agreement.
3. Provide direction to staff to contact Park University for cost share.
4. Do not recommend going forward with the agreement.
5. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends receiving information about the program.

ATTACHMENTS:

1. Presentation



IRIS Microtransit Program Overview For Parkville, MO

August 31, 2023



Program Goals

- KCATA seeks to expand access to public transit in the City of Kansas City, Missouri and potentially surrounding communities in areas that are currently underserved by transit.
- Create, deploy and operate an innovative mobility system which maximizes transit accessibility and quality of service by incorporating recent innovations in transit, notably the use of dynamic, on-demand flex service to complement traditional transit services.

Partnership Approach

Current Program Partners include:



KCATA

zTrip®

RIDE**CO**



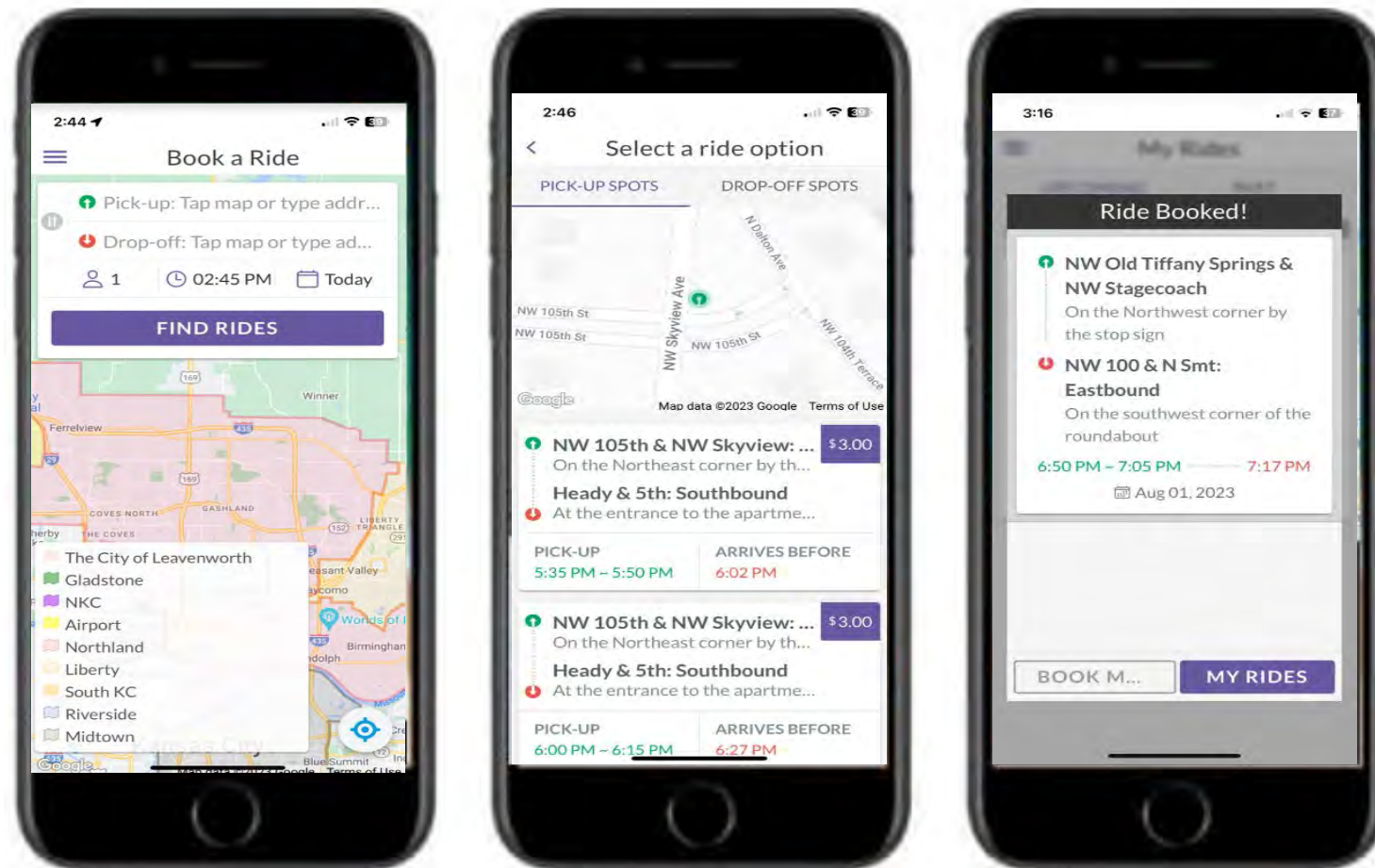
The Service

- Launched in March 2023
- Trained, Professional and Courteous Drivers
- Branded, Clean and Safe Vehicles
- ADA-Compliant (both operators & vehicles)



The App

- Powered by RideCo
- Free download on iOS and GooglePlay
- On-Demand & Pre-scheduled Reservations
- Electronic Payments
- Dedicated Technology Team



Results

- Steadily Increasing Ridership
- 25%+ Shared Rides (increasing with ridership)
- Average Ride Rating: 4.73 stars out of 5
- 95% Avg On-Time Performance

*This was my first ride with Iris.
It was a great experience! I
enjoyed Meru's company,
she's a great driver.*



- Real Rider Feedback from Survey

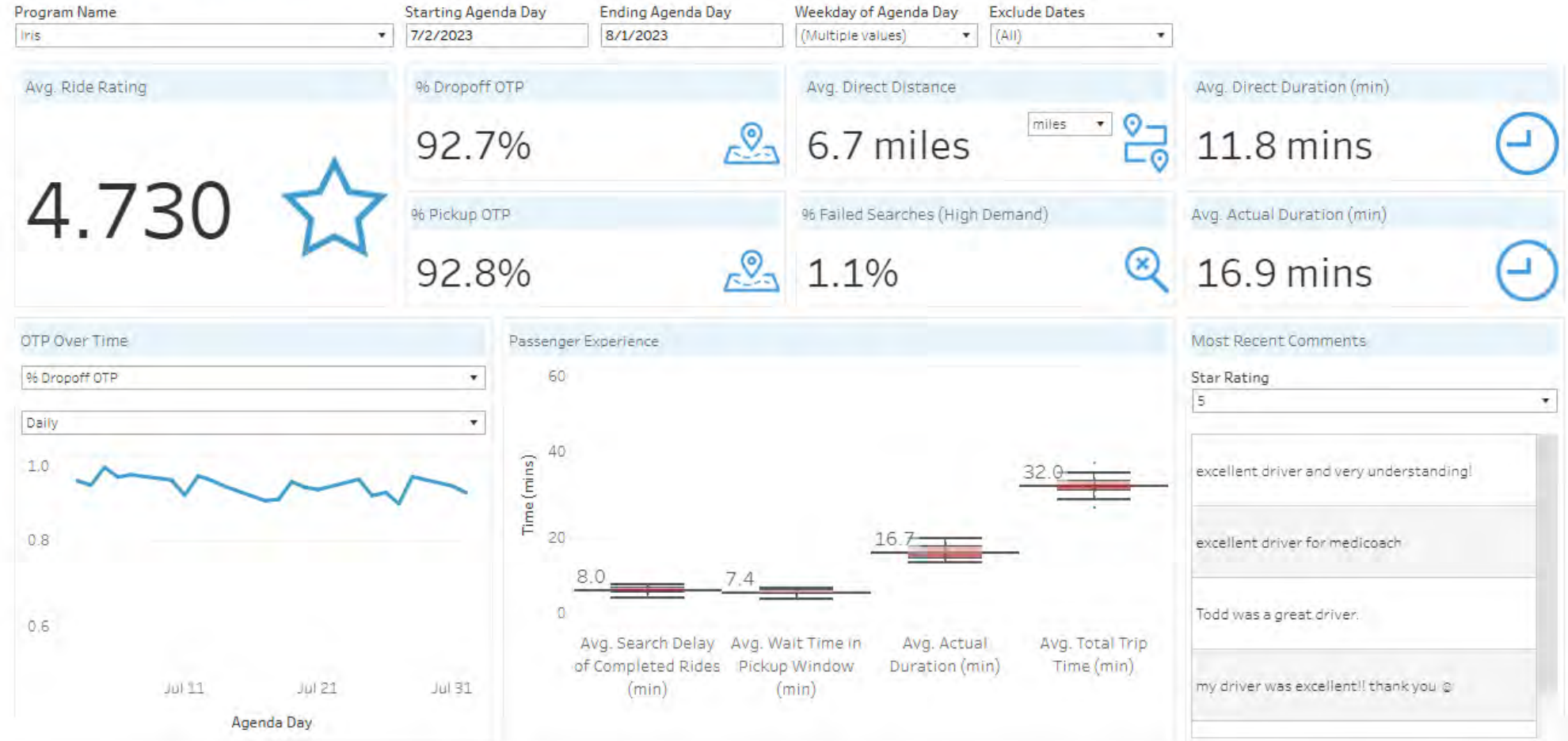
*"UN. BELIEVABLY. Nice.
Lady!!!!!!!!!!!!!!
..... I hope that SHE'S my
driver, for EVERY ride, from
RIGHT NOW, ON!!!!!!!!!!!!!! "*



- Real Rider Feedback from Survey

Results

Performance Dashboard: Customer Experience



Regional Statistics

City	Area (mi ²)	Population	Density (per mi ²)	Density Coefficient
Gladstone	8.1	27,017	3,335	0.30
Liberty	29.2	30,377	1,040	0.96
North Kansas City	4.6	4,548	989	1.01
Riverside	5.8	4,024	694	1.44
Parkville	15.5	7,810	504	1.98

Questions & Answers

CITY OF PARKVILLE

Policy Report

Date: August 29, 2023

Prepared By:

Stephen Lachky, Community Development Director

Reviewed By:

Alexa Barton, City Administrator
Daniel Harper, Public Works Director
Jeffery Rhodes, Assistant City
Administrator
Bryan Kidney, Deputy City
Administrator/Finance Director

ISSUE:

City and private property owner responsibilities within public rights-of-way (Community Development)

BACKGROUND:

On July 18, 2023, the Board of Aldermen adopted Ordinance No. 3194 amending the City's Property Maintenance Code to address the maintenance of grass, weeds and vegetative overgrowth within public rights-of-ways by adjoining property owners. The amendment was in response to questions and confusion by property owners, regarding who — the City or private land owners — is responsible for maintenance within public rights-of-ways. Since this time, there have been additional inquiries from residents to staff with regard to grass/leaves/vegetation, trees, and retaining walls. As a result, staff feels a work session providing an overview of the City's regulations pertaining to responsibilities within public right-of-ways is beneficial.

RIGHTS-OF-WAY 101:

Per Chapter 515 – Right-Of-Way Management, right-of-way (ROW) is defined as:

Generally public property vested in the City in trust for the citizens, in fee or easement, to which the public has a right to access and use for the purpose intended by the dedication, including but not limited to, the area on, below or above a public sidewalk, roadway, highway, street or alleyway in which the City has an ownership interest or right of management, but not including:

- A. *The airwaves above a public right-of-way with regard to cellular or other non-wire telecommunications or broadcast service;*
- B. *Easements obtained by utilities or private easements in platted subdivisions or tracts;*
- C. *Railroad rights-of-way and ground utilized or acquired for railroad facilities unless the land or interest therein has been dedicated to public use; or*
- D. *Poles, pipes, cables, conduits, wires, optical cables, or other means of transmission, collection or exchange of communications, information, substances, data, or electronic or electrical current or impulses utilized by a utility owned or operated by a governmental entity pursuant to RSMo Ch. 91.*

In general terms, ROW commonly includes space for public roadways, curbs, and usually 11-16 ft. behind the curb or edge of pavement for public space between property lines; and this area typically

includes a public sidewalk. Per Missouri law, ownership of the underlying fee (i.e., land) subject to a city's right-of-way interest extends to the centerline of right-of-way -- the exception being if there's a deed or dedication providing that in the event of a vacation of right-of-way by the city, that the fee title reverts back to the grantor.

CITY MAINTENANCE RESPONSIBILITIES WITHIN ROW:

Per Missouri law and the Parkville Municipal Code, the City is responsible for the maintenance/repair and upkeep of streets, curbs, shared-use paths, stormwater drainage infrastructure (e.g., sewer manholes and lines), street lights and signage within ROW. While the City does not address the responsibility for the maintenance of sidewalks, it can assign such responsibility to property owners (which is a common practice for municipalities to do). Nevertheless, the City also has a nondelegable duty/obligation to ensure sidewalks are maintained in a safe manner.

PROPERTY OWNER MAINTENANCE RESPONSIBILITIES WITHIN ROW:

Private property owners are responsible for maintenance within rights-of-way adjacent to their property, including:

Maintenance and upkeep of green space between the roadway curb and sidewalk; including mowing of grass, weed control, and removal/pickup of leaves.

- Ex: Grass and weeds must be maintained to a maximum height of 12 in.
- Ex: Leaves must be removed/picked-up from these areas and NOT displaced into streets.
- Maintenance & upkeep of trees, plants and other vegetation around streets, sidewalks, utilities (e.g., street lights, fire hydrants, sewer manholes) and street signs.
 - Ex: Tree limbs must be trimmed back from the edge of streets/alleys up to at least 14 ft. above ground.
 - Ex: Tree limbs must be trimmed back from the edge of sidewalks up to at least 8 ft. above ground.
 - Ex: Trees, shrubs, plants and other vegetation must be trimmed back to at least 5 ft. from fire hydrants
 - Ex: Trees, shrubs, plants and other vegetation within 10 ft. from curbs must be maintained to a maximum height of 2 ft. so that they do not obstruct lines-of-sight from motor vehicles.
- Maintaining safe walking surfaces on sidewalks to be clear of snow, ice, dirt, other substances, or other obstacles that may obstruct or render a sidewalk dangerous.

**Failure to properly maintain or upkeep per the provisions of the Property Maintenance Code may result in a notice of violation with subsequent penalties.*

STREET TREES 101:

Parkville Municipal Code, Chapter 150 Community Land and Recreation Board (CLARB) differentiates trees on City-owned land vs. trees within public rights-of-way by defining them:

- Park Trees – Trees, shrubs, bushes and all other woody vegetation in public parks having individual names and all areas owned by the City or to which the public has free access as a park.
- Street Trees – Trees, shrubs, bushes and all other woody vegetation on land lying (within public rights-of-way) between property lies on either side of all streets, avenues or ways within the City.

Property owners are responsible for the care of trees on their own property AND for street trees adjacent to their property in ROW. Additionally, it should be noted that the City (per Chapter 150) has the right to plant, prune, maintain and remove any trees within ROW; which is common for municipalities throughout the Kansas City region. Generally, any City work on trees within the ROW is done to address immediate life/safety hazards, and is done so at the owners' expense.

In 2014, the City received a Tree Resource Improvement and Maintenance (TRIM) grant from the Missouri Department of Conservation to prune and replace dead trees along the Main Street corridor (from 2nd St. to 7th St.). To staff's knowledge this is the only neighborhood in the community where such funding was used for the planting or maintenance of street trees.

Per staff's research, the only municipality in the Kansas City region that utilizes City funds to routinely plant and maintain street trees in ROW is Fairway, Kan. is a desire to, "preserve and improve the beauty of public grounds." This program is supported via the Fairway Tree Fund which is used for the City purchasing, planting and maintenance of trees (Note: property owners are allowed to perform normal tree maintenance on all street trees at their own expense provided 1) They've received permission from the Community Tree Manager [i.e., Public Works Director or their designee]; and 2) such maintenance is not potentially detrimental to the health of a tree.). It should also be noted that Fairway, Kan. has adopted a robust [Public Tree Protection Ordinance](#), and has a Tree Board to determine whether trees should be removed from public ROW or not.

Chapter 150 of the Parkville Municipal Code contains spacing / distance (ft.) requirements for planting street trees from curbs and sidewalks, street corners, fireplugs and utilities; and Chapter 150 also states that the CLARB shall maintain a desirable street tree species list, requiring that only such species be planted as street trees. To staff's knowledge, these spacing / distance (ft.) requirements have never been enforced; and a desirable street tree species list was never developed for CLARB (However, a Great Trees list was created in conjunction with the City's 2016 update to the development code, and currently resides in Appendix B of the Title IV: Development Code as an informational guide).

City staff plans on updating Chapter 150 and presenting amendments to CLARB for input. Staff's intention is to allow property owners to perform routine maintenance, pruning and upkeep of street trees; but to require submittal of an Application for Right-Of-Way Permit (see Attachment 3) for any planting or removal of street trees in order to identify potential issues beforehand.

COMMON QUESTIONS:

Can property owners plant or remove trees in our public ROW? Yes; however, as noted in earlier sections of this policy report, this has been allowed in the past without much oversight. In light of the City taking a more active role in sustainability -- approving Resolution No. 21-010 endorsing the KC Regional Climate Action Plan; and adopting stream buffer protection, steep slope preservation, and tree cover preservation ordinances -- staff plans to take a more active role in requiring property owners to submit an Application for Right-of-Way Permit for such work in order to identify potential issues beforehand.

If Main Street is important to the character, quaintness and charm of the Parkville community, should the City take more of an active role in the preservation of its street tree canopy? In 2014, the City received a one-time TRIM grant from the Missouri Department of Conservation to prune and replace dead trees along the Main Street corridor (from 2nd St. to 7th St.). To staff's

knowledge this is the only neighborhood in the community where such funding was used for the planting or maintenance of street trees.

The Board of Aldermen needs to decide whether or not to incorporate such a program into the City's operations, as there's currently no designated funding source for tree preservation. Conversely, residents along Main Street have the option to petition the creation a Community Improvement District (CID) along the Main Street corridor to provide such service via imposing a special assessment to their properties.

Are property owners required to remove leaves from the ROW, or just prevent leaves from blowing into the street and clogging our storm drains and sewers? Per the Property Maintenance Code, all parts of one's property (including areas within public ROW adjoining their property) shall be maintained free from grass, weeds, leaves and other vegetation in excess of 12 inches. Thus, any leaf piles 12 inches or higher in the green space between the roadway curb and sidewalk need to be removed; as failure to do so may result in a Property Maintenance Code violation with subsequent penalties.

Per Missouri Department of Natural Resources (MoDNR) requirements, the City has to keep all of its storm drain sewers clear of obstructions (e.g., trash, sediment, vegetation). As a result, in autumn Public Works Department staff clears leaves obstructing our storm drains along Main Street (from 7th St. to 2nd St.). Over the years this service has become onerous and costly to the City as -- upon witnessing the City's removal of leaves -- residents along Main Street routinely blow leaves from their yards into the street, exacerbating the issue of vegetation obstructing the City's storm drains. Blowing leaves from a yard into the street is not permitted and subject to a Property Maintenance Code violation.

For reference, the City spends \$8,000-\$10,000 annually — including staff time, and expenditures related to trucks & equipment — to remove leaves from Main Street and transport them to the Rockridge Recycling Center in Riverside, Mo.

Staff researched costs for the City to provide curbside leaf removal service for residents via a third-party, and reached out to 10 contractors for estimates. The only contractor with capacity to provide such service -- By the Blade Lawn and Landscape -- could do so for a rate of \$60 per hour citywide. Another option would be for the City to rent equipment, a Sentinel Outdoor Sweeper, from Sunbelt Rentals for a total cost (including transportation & insurance) of \$15,911.37 a week. The City could also a Elgin Whirlwind 1 sweeper truck from Key Equipment at a cost of about \$300,000, or a Titan self-contained tow behind unit for a cost of around \$120,000 (see Attachment 4 for more detail).

Who's responsible for the maintenance of retaining walls within public ROW? Unless there's any record of the City constructing said retaining wall, it's viewed as a private wall within public ROW. Per our records, the only retaining walls constructed by the City is the wall bisecting Main Street (between 8th St. and 12th St.) and the retaining wall along NW Brink-Myer Road.

My car was parked in ROW and a street tree fell onto and damaged it. Who's responsible for costs for removal of the tree and to pay for damages to fix my car? The owner of the car is responsible to pay for any expenses related to the damage of their car. This would be the same situation if the tree fell from private property and damaged the owner's car.

A street tree was struck by lightning, has fallen into the street and is blocking lanes of the

roadway. Who is responsible for removing the tree? Property owners are responsible for keeping their adjacent ROW free from obstructions; however, if determined to be an immediate life/safety hazard, the City will remove the obstruction from the right-of-way.

BUDGET IMPACT:

There is no budget impact with this item.

ALTERNATIVES:

1. Receive information regarding City and owner responsibilities within public ROW.
2. Provide staff feedback.
3. Direct staff to conduct additional research.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the Board of Aldermen receive information regarding City and private property owner responsibilities within public rights-of-way.

ATTACHMENTS:

1. Presentation
2. Informational Flyer - ROW Maintenance
3. Informational Flyer - Leaves in ROW
4. Right-of-Way Permit Application
5. Leaf Removal along Main Street

Responsibilities within public rights-of-way

Board of Aldermen Work Session

September 19, 2023



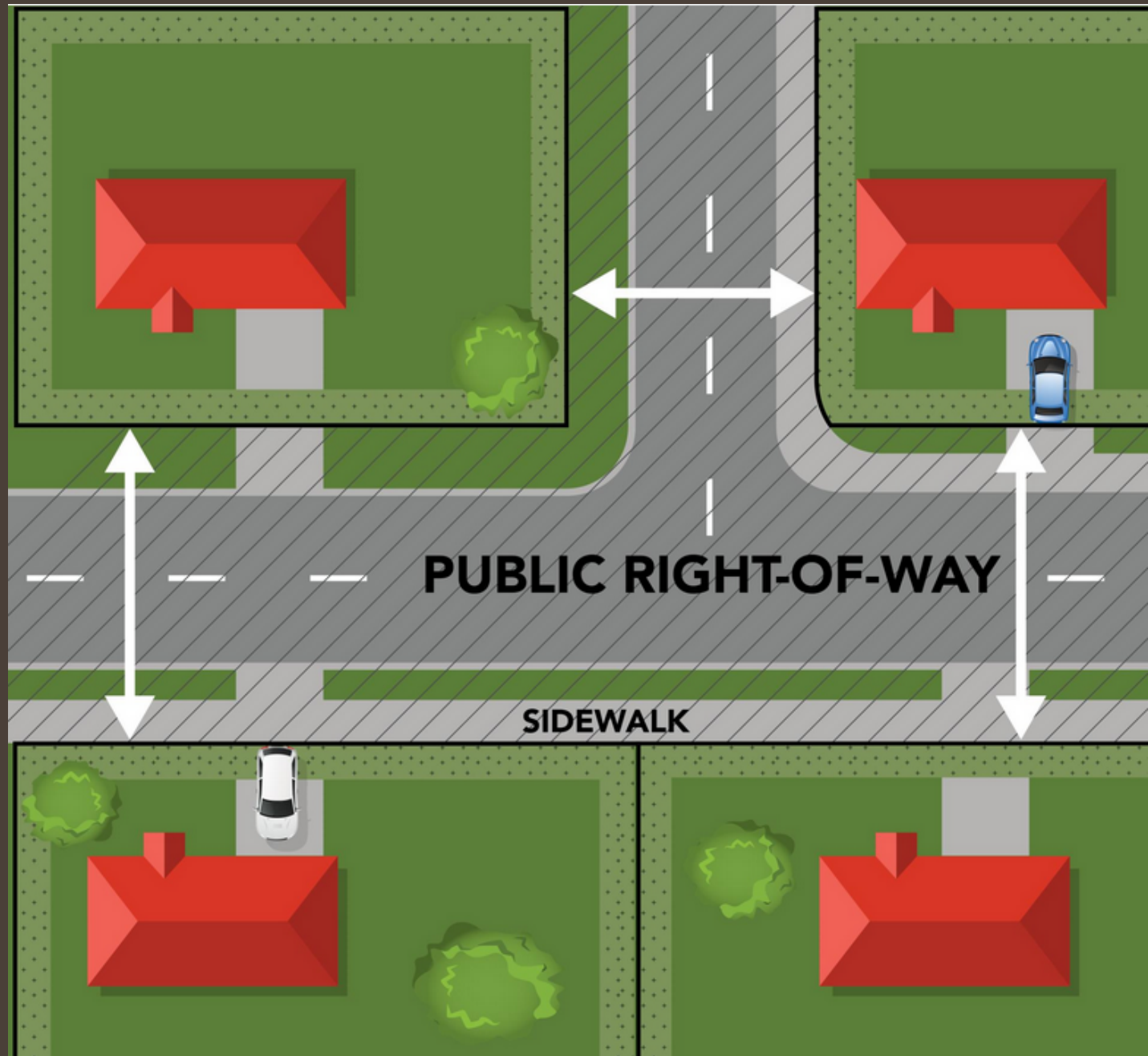
What is Right-Of-Way?

Right-of-way is defined as...

☞ *Generally public property vested in the City in trust for the citizens, in fee or easement, to which the public has a right to access and use for the purpose intended by the dedication, including but not limited to, the area on, below or above a public sidewalk, roadway, highway, street or alleyway in which the City has an ownership interest or right of management, but not including:*

- A. The airwaves above a public right-of-way with regard to cellular or other non-wire telecommunications or broadcast service;*
- B. Easements obtained by utilities or private easements in platted subdivisions or tracts;*
- C. Railroad rights-of-way and ground utilized or acquired for railroad facilities unless the land or interest therein has been dedicated to public use; or*
- D. Poles, pipes, cables, conduits, wires, optical cables, or other means of transmission, collection or exchange of communications, information, substances, data, or electronic or electrical current or impulses utilized by a utility owned or operated by a governmental entity pursuant to RSMo Ch. 91.*

In more general terms...



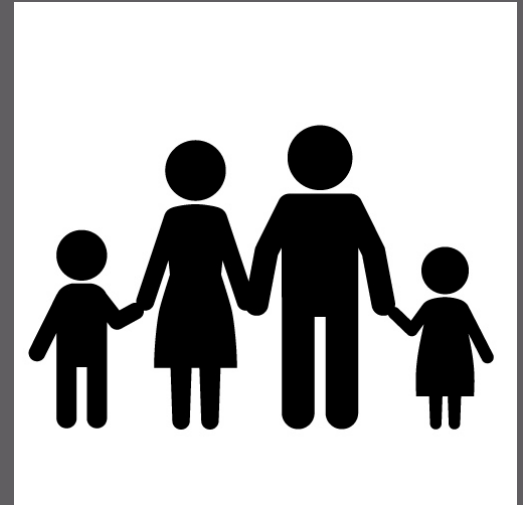
What maintenance responsibilities does the City have in ROW?



Maintenance/
repair and
upkeep of:

- Streets
- Curbs
- Shared-use paths
- Storm drainage infrastructure
(e.g., sewer manholes and lines)
- Street lights
- Signage
- Sidewalks???

What maintenance responsibilities do property owners have in ROW?



Upkeep of green space:

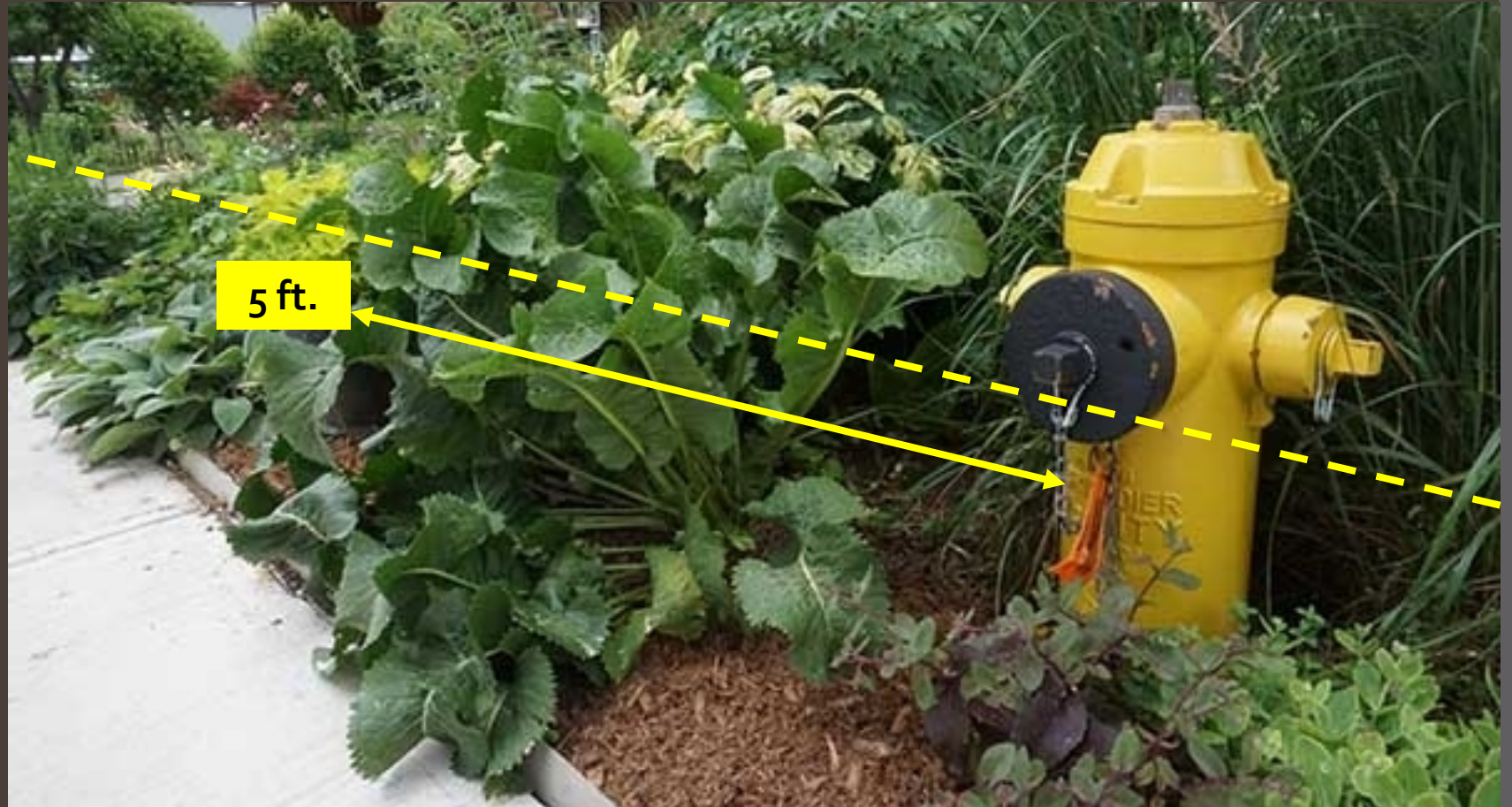
- mowing
- weed control
- leaf pickup



Maintenance of tree limbs



Maintenance of shrubs



Clearing of
snow, ice, dirt
or other
obstacles



What are street trees?



Trees on City land vs. within ROW

Park Trees



Street Trees



Property owners ARE responsible for the care of street trees adjacent to their property in ROW.

Tree maintenance along Main St.



Fairway, Kan. Tree Program



Future plans



Application #: _____
Date Received: _____
Date Approved: _____
Permit #: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Right of Way Permit

Use of (storage of dumpsters, storage containers or similar) or work within (grading, cuts, tunnels, excavation or similar) the public right-of-way is regulated by Parkville Municipal Code. Accordingly, anyone proposing to use or work within the right-of-way shall submit the following application and obtain a right-of-way permit from the Parkville Public Works Department prior to commencement of that use or work.

1. Applicant / Contact Information

Applicant(s)

Name: _____
Company: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____
Emergency #: _____
E-mail: _____

Primary Contact(s), if not applicant

Name: _____
Company: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____
Emergency #: _____
E-mail: _____

Alternative Contact

Name: _____
Phone: _____

Alternative Contact

Name: _____
Phone: _____

I, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. I do hereby agree to abide by and comply with all applicable Municipal Codes and conditions of approval. I understand that any violations shall constitute cause for issuance of fines and pursuit of civil remedies as may be applicable.

Applicant's Signature (Required) _____

Date: _____

2. Work Description Information

Location (may be attached): _____

Description (may be attached): _____

Common Questions

Can property owners
plant or remove trees in
our public ROW?

If Main Street is important to the character, quaintness and charm of the Parkville community, should the City take more of an active role in the preservation of its street tree canopy?

Are property owners required to remove leaves from the ROW, or just prevent leaves from blowing into the street and clogging our storm drains and sewers?

Who's responsible for the maintenance of retaining walls within public ROW?

My car was parked in ROW and a street tree fell onto and damaged it. Who's responsible for costs for removal of the tree and to pay for damages to fix my car?

A street tree was struck by lightning, has fallen into the street and is blocking lanes of the roadway. Who is responsible for removing the tree?

Questions?

MAINTAINING PUBLIC RIGHT-OF-WAY

Did you know that both the City of Parkville and property owners have a shared responsibility in maintaining the public right of way?

WHAT IS A RIGHT-OF-WAY?

Right-of-way (ROW) means the surface of, and the space above and below, any public street, highway, bridge, land path, alley, sidewalk, public way or other public ROW including, but not limited to, public utility easements, for the purpose of constructing, operating and maintaining public facilities.

Public ROW extends to property lines typically 11-16 feet behind the curb or edge of the pavement. Obstructions of these passages limit accessibility and block the view of traffic signs, signals, vehicles and pedestrians.



RESPONSIBILITIES OF CITY AND PROPERTY OWNERS

CITY

- Construct and maintain public streets (including storm drains, streetlights and signs)
- Construct and repair curbs and sidewalks
- Maintain multi-use trails and pedestrian corridors within ROW
- Remove hazardous, dead or diseased trees
- Manage public uses and ensure they are not being interfered with

PROPERTY OWNERS

- Maintain private trees, vegetation and planting areas
- Pick up and dispose of leaves
- Keep clear of obstacles
- Maintain safe walking surface on sidewalks and remove ice, snow, dirt or other substances that obstruct/render sidewalk dangerous
- Maintain yards in ROW (e.g. mowing, weed control, leaf control, etc.)

GUIDELINES TO HELP KEEP RIGHT-OF-WAY CLEAR



SIDEWALKS

Limbs and vegetation must be trimmed back from the edge of and at least 8 feet above.



STREETS/ALLEYS

Limbs and vegetation must be trimmed back from the curb and at least 14 feet above.



GRASS & WEEDS

Must be maintained at maximum height of 12 inches of property and to edge of street/alley.



CORNERS

Vegetation within 10 feet from curb should be kept at height of two feet.



FIRE HYDRANT

Trees or plants must be removed from within five feet of fire hydrants.



GENERAL

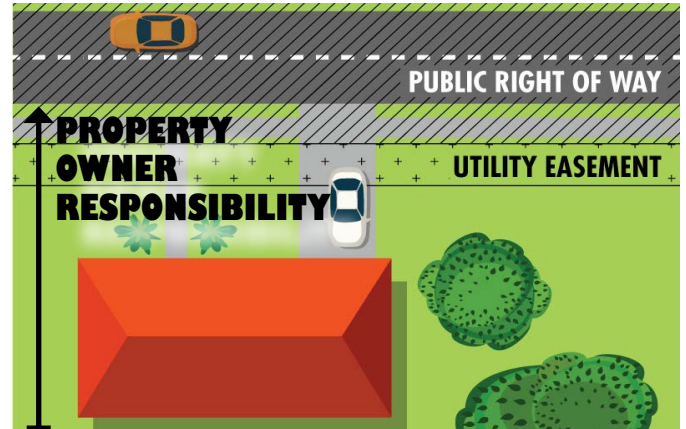
Vegetation blocking signal lights and traffic signs must be trimmed or removed.

LEAVES IN PUBLIC RIGHT-OF-WAY

Main Street is lined with mature trees that drop leaves in the fall in private yards and on public sidewalks and streets. Keeping right-of-way clear of leaves is the property owner's responsibility.

WHAT IS A RIGHT-OF-WAY?

Right-of-way (ROW) means the surface of, and the space above and below, any public street, highway, bridge, land path, alley, sidewalk, public way or other public ROW (e.g. public utility easements for public facilities). ROW extends to property lines typically 11-16 feet behind the curb or edge of the pavement. Obstructions of these passages limit accessibility and block the view of traffic signs, signals, vehicles and pedestrians.



STORMWATER POLLUTION

Stormwater is the leading cause of water pollution. Fall leaves and yard waste can cause pollution and flooding when dumped or stored near waterways and storm drains.

Stormwater, or rain water, flows into the roadside ditches and the storm drains. During a rainfall, water runs across rooftops, down streets and across parking lots and yards and then washes down storm drains, eventually reaching our local lakes, creeks and the Missouri River. Along the way, the storm water "runoff" picks up materials like fertilizer, pet waste, litter, automotive fluids and yard waste.

By keeping yard waste and leaves out of storm drains, you are doing your part to reduce flooding and pollution in our waterways.

WHAT CAN YOU DO TO HELP?

Help keep Parkville's waterways clean and healthy by following these simple steps:



Never dump anything down storm drains or drainage ditches.



Compost yard waste in an area away from storm drains.



Properly dispose of all waste.



Bag leaves in paper bags and dispose at bi-annual yard waste drop off in spring and fall.



Keep paved areas, sidewalks and storm drains clear.



Application #: _____
Date Received: _____
Date Approved: _____
Permit #: _____

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Application for Right of Way Permit

Use of (storage of dumpsters, storage containers or similar) or work within (grading, cuts, tunnels, excavation or similar) the public right-of-way is regulated by Parkville Municipal Code. Accordingly, anyone proposing to use or work within the right-of-way shall submit the following application and obtain a right-of-way permit from the Parkville Public Works Department prior to commencement of that use or work.

1. Applicant / Contact Information

Applicant(s)

Name: _____
Company: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____
Emergency #: _____
E-mail: _____

Primary Contact(s), if not applicant

Name: _____
Company: _____
Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____
Emergency #: _____
E-mail: _____

Alternative Contact

Name: _____
Phone: _____

Alternative Contact

Name: _____
Phone: _____

I, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. I do hereby agree to abide by and comply with all applicable Municipal Codes and conditions of approval. I understand that any violations shall constitute cause for issuance of fines and pursuit of civil remedies as may be applicable.

Applicant's Signature (Required) _____ **Date:** _____

2. Work Description Information

Location (may be attached): _____

Description (may be attached): _____

Projected work date/times(s): _____

Protective measures: _____



Application #: _____
Date Received: _____
Date Approved: _____
Permit #: _____

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3. Checklist of submittals required at time of application

- ☐ Completed application.
- ☐ Authorization signature of the applicant.
- ☐ Nonrefundable permit fee in the amount of \$10.00.
- ☐ **For ROW use only** – A map / diagram showing: the proposed location of the use and size of equipment; affected properties (by address or lot number); protective measures proposed.
- ☐ **For ROW construction only** – Plans and specifications showing all proposed work in the right-of-way including: a map / diagram showing the proposed locations, dimensions, depth and nature of any work; affected properties including address or lot number; method of notification; protective measures, including warning and safety devices; and method of filling and restoring the surface after work is completed.
- ☐ **For ROW construction only** - deposit or bond in the amount of \$500.00 for any cuts, tunnels or excavation in, through or under any street, sidewalk, alley or similar public place.
- ☐ **For ROW construction only** – a certificate of insurance naming the City as an additional insured with the following minimum coverage: comprehensive general liability/ personal injury coverage of \$100,000.00 each person and \$300,000.00 each occurrence; and property damage coverage of \$50,000.00 each accident and \$100,000.00 aggregate.

For City Use Only

Application accepted as complete by: _____ Date: _____

Required approvals, if applicable:

- ☐ **Public Works Director (all):** Action: _____ Date: _____
Conditions: _____

- ☐ **Police Department (closures/public safety):** Action: _____ Date: _____
Conditions: _____

- ☐ **Fire Department (closures/public safety):** Action: _____ Date: _____
Conditions: _____

- ☐ **Other (_____):** Action: _____ Date: _____
Conditions: _____

- ☐ **Other (_____):** Action: _____ Date: _____
Conditions: _____

- ☐ **Other (_____):** Action: _____ Date: _____
Conditions: _____

Options for Leaf removal along Main Street Parkville

By the Blade Lawn and Landscape:

The most preferable option for leaf removal along Main Street Parkville would seem to be a contract with By the Blade Lawn and Landscape. They were quick to provide a feasible solution of a discounted rate of \$60/hour for the City as well as any and all residents of Parkville. Paying By the Blade to clean up leaves along the Main Street curb would alleviate the city of the safety hazards in having employees take on the task, as well as the liability of damaging personal property during the task. This would also be the most cost effective option. Nine other contractors were contacted in regards to this option. While two were excited about the idea, they were unable to put together any information by the multiple deadlines that were given to them. The rest of the contractors said that they did not have the capacity to entertain this option or do not service this area.

By the Blade believes they could arrange a similar system for scheduling as in Fairway, Kansas, whose informational form is to the right. It is a great representation of how easily this program could be fit to the City of Parkville. The Fairway residents rake their leaves to the curb and pay \$76 or \$93 depending on the date they choose or \$153 for both dates available.

Our residents would definitely be getting a better deal by being able to use By the Blade Lawn and Landscape considering that each home would be much less than an hour's worth of work. This option not only lessens the liability assumed by the city, it lessens the employee hours used for this task and does not require additional facilities or



Note: If you live in the FIELDSTON or FAIRWAY Homes Associations, do not sign-up for this program as your HOA has arranged curbside leaf removal for you. If you have questions please contact your HOA or Benjamin Lawn & Landscape 913-788-6089.
Collection dates: Fairway HOA Sunday, Nov. 20 & Sunday, Dec. 11
Fieldston HOA Sunday, Nov. 20 & Sunday, Dec. 11

2022 CURBSIDE LEAF REMOVAL PROGRAM

The City of Fairway has arranged for Benjamin Lawn & Landscape to offer a group rate for residential curbside leaf removal for the fall of 2022. Recognizing that some residents may not be able to utilize the service for a variety of reasons, this is a **voluntary program**. For curbside leaf removal on these specified dates, the cost is \$76 for pick-up #1 only, \$93 for pick-up #2 only OR, \$153 for both.

Step 1: See the Collection Calendar for when Benjamin Lawn & Landscape will be in your Ward doing curbside leaf removal on dates noted below.

	Pick-up #1	Pick-up #2
Ward 1	Sunday, Nov. 20	Sunday, Dec. 11
Ward 2	Sunday, Nov. 20	Sunday, Dec. 11
Ward 3	Monday, Nov. 7	Monday, Dec. 5
Ward 4	Monday, Nov. 7	Monday, Dec. 5

Step 2: Review the guidelines. For a successful curbside leaf pick-up, please remember the following:

- Benjamin Lawn & Landscape trucks are equipped with a side mount vacuum designed to vacuum a long row of leaves. Rake leaves into a pile along the curb (edge of the lawn) that is as long and narrow as possible. The machines can reach 6 feet into the yard so leaves beyond 6 feet may not be removed.
- Leaves are to be raked up to the edge of the lawn as noted above. **DO NOT** rake leaves into the street or gutter and **DO NOT** block the sidewalk.
- Leaves only. Remove sticks, rocks, trash, and other debris.
- Do not block the leaf row with vehicles on collection day.

Step 3: SIGN-UP & PAY ONLINE at www.BenjaminLawn.com click on "Curbside Leaf Removal". If you prefer to pay by check, mail **completed form and payment to the address listed below**. Questions, contact Benjamin Lawn 913-788-6089

Step 4: Then, don't forget to rake your leaves to the edge of your lawn prior to your collection day(s)!

Please cut on line and return bottom portion with payment **OR** sign-up and pay online at www.BenjaminLawn.com

Name: _____
Address: _____
E-mail: _____
Phone Number: () - _____

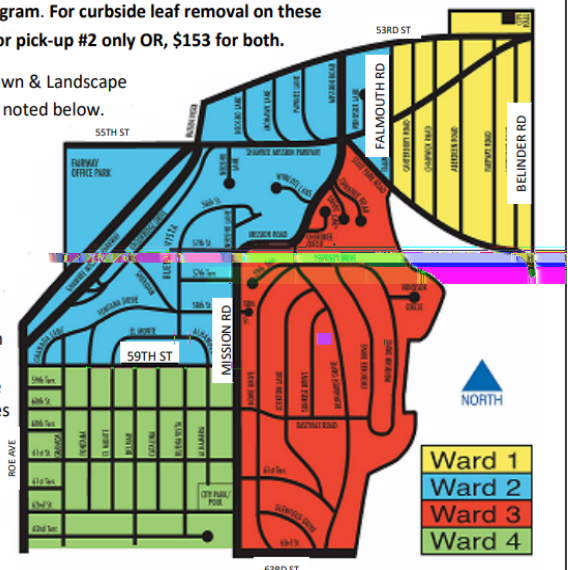
Please make checks payable to: Benjamin Lawn & Landscape
PO Box 8063
Prairie Village, KS 66208

Place an "X" next to the dates you wish to participate:

	Pick-up #1	Pick-up #2
Ward 1	____ Sunday, Nov. 20	____ Sunday, Dec. 11
Ward 2	____ Sunday, Nov. 20	____ Sunday, Dec. 11
Ward 3	____ Monday, Nov. 7	____ Monday, Dec. 5
Ward 4	____ Monday, Nov. 7	____ Monday, Dec. 5

\$76 for pick-up #1 only, \$93 for pick-up #2 only, OR \$153 for both.

Payment must be received at least 2 days prior to your given pick-up date(s). Your payment reserves your place on the collection list.



removal of the materials. For these reasons, using By the Blade Lawn and Landscape contractually to remove the leaves from Main Street curbs solves each of the issues that this task brought.

Sunbelt Rentals:

The second option is to rent equipment yearly that would minimize the risks the city had been taking previously to do this task. Sunbelt Rentals was able to provide three options of which the Sentinel Outdoor Sweeper was most suitable to the needs. While being a sweeper truck to clean the streets it also has a hose attached to the rear of the truck that would vacuum the leaves into the truck. This does still require a worker to manipulate the hose and another to drive the truck simultaneously. While it is not the largest truck available, the crowded conditions and grade of Main Street would make it impossible to allow for anything larger, without assuming disastrous risks. Being that all of Parkville's residents would need access to this service, the streets department feel it is necessary to rent the equipment for the entire four weeks available. As well, during the necessary time frame of doing this work, weather will likely consume a portion of the rental timeframe. The rental of this equipment means that the city is not responsible for the maintenance and storage of the equipment, reducing overall costs greatly. All transportation, and insurance is included in the cost of \$15,911.37 for 40 hour work weeks. If more than 40 hours are worked in the week the cost of the rental goes up in increments. As well as the cost of the rental, we must add the cost of the employees' time to accomplish the task where at the very least two must operate the functions of the vehicle. Finally it would be necessary to dispose of the debris collected by the rented vehicle. There are two separate options for this as well. One is to pay Rockridge Riverside Recycle Center to accept the material, or it could be taken to a Parkville property and spread. If spread, it would require further equipment and an operator. Renting the Sentinel Outdoor Sweeper from Sunbelt Rentals would be able to accomplish the task of cleaning the leaves from Main Street, however the cost and liability are greater with this option.

Key Equipment:

The third and final option advised, would be to purchase from Key Equipment either a Titan self-contained tow behind unit or the Elgin Whirlwind 1 sweeper truck. If purchasing the Titan self-contained tow behind unit the cost will be over \$120k. The city does not currently own a truck that would have the ability to tow this equipment and would therefore have to purchase that as well. The Elgin Whirlwind 1 can be purchased for somewhere over \$300k. This option would not require the purchase of a new truck, however, it is also a sweeper truck, accomplishing another task that the city already assumes. The container on this option is smaller than the container on the Titan self-contained

tow behind which would mean more runs to unload the material, making the task take longer to complete. If residents become aware that the city owns this equipment, they will likely expect the service to be provided to the city as a whole, instead of just Main Street. It was remarked by Duane Marusarz, of North Kansas City's leaf program, that it is unfeasible for Parkville to take on this task, given the leaves and streets of places like the Bluffs and downtown side streets. While both of these options are in operation in North Kansas City, he stated that they would not be able to be maneuvered in the streets of Parkville without risk of damage to personal property, employees, and/or equipment. The employee hours needed to operate the equipment would be tremendously greater if expected to cover more area. As well, both equipment options would need to be stored in a facility with a concrete pad to avoid corrosion and sustain its functions. The facilities that the streets department currently operates out of does not have the capacity for equipment along these lines, therefore, a new facility would have to be built. Also, the routine maintenance of these vehicles is extensive in order to keep the vacuums operating effectively, therefore the streets department would likely need to hire an on-call mechanic. Still, the city would need to decide if they intended to dispose of the materials with Rockridge Riverside Recycle Center or maintain their own mulching fields. The logistics in running either the Titan self-contained tow behind unit or the Elgin Whirlwind 1 make the option of purchasing equipment the least feasible and desirable of the three options presented.