



# Bettendorf

PUBLIC WORKS

## **SNOW & ICE CONTROL MANUAL 2023-2024**

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4403 Devils Glen Road • Bettendorf, Iowa 52722 • (563) 344-4057

November, 2023

Honorable Mayor and Council Members  
City of Bettendorf  
Bettendorf, IA 52722

Ladies and Gentlemen:

The Public Works Department is finalizing our preparation for the coming winter maintenance season. The following Snow and Ice Control Manual contains guidelines and information pertinent to expectations for snow and ice control within the city. This manual has been developed based on best management practices, future trends, and is in line with the City's goals of providing exceptional service at the best price.

Our constituents depend on all-weather use of the transportation network within the City of Bettendorf to perform their daily activities. The Public Works Department, and supporting staff from other departments, stands ready to provide excellent customer service during the upcoming winter maintenance season. Please feel free to contact me if you have questions or comments.

Sincerely,

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Brian Schmidt, P.E.  
Public Works Director

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## TABLE OF CONTENTS

Snow and Ice Control Procedures.....	9-18
Council Resolution for Snow and Ice Control Policy.....	21-22
Operating Instructions and Safety Rules.....	25-26
<u>Large Plow Truck Plow Information</u>	
Large Plow Truck Route and Shift Assignments.....	29
Large Plow Truck Contact Information.....	30
Large Plow Truck Route Maps.....	33-44
Alley Plow Map .....	46
<u>Supporting Documentation</u>	
Snow and Ice Control Call-out Procedure.....	49
Substitute Agreement Form.....	50
Anti-Icing Application Decision Flowchart.....	51
Suggested Salt Brine and Pre-Wet Application Rates.....	52
Loader Sign-In Procedures.....	53
Resources for Public Works.....	54
IDOT notice on snow removal near railroad crossings.....	55-56
<u>Cul-De-Sac Crew</u>	
Cul-De-Sac Crew Route Assignments and Contact Information.....	59
Cul-De-Sac Crew Plow Route Assignment List.....	60-61
Cul-De-Sac Crew Plow Route Maps.....	65-76
<u>Parks Maintenance Information</u>	
Park Maintenance Crew Contact Information.....	79
Park Maintenance Crew Assignments.....	80
Trail Plow Maps.....	83-86

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# SNOW AND ICE CONTROL PROCEDURES

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## SNOW AND ICE CONTROL PROCEDURES

### 1. PURPOSE

The purpose of these Snow and Ice Control procedures is to establish the City’s policy and level of service in respect to the management of snow or ice removal on its transportation system during the winter months. It will also serve as a practical guide for cost effective snow removal operations in the City of Bettendorf. This Manual supersedes all previously written policies of the City on snow and ice control operations.

Every snow and ice event is unique; however the response of our staff will be consistent with the policies and procedures outlined in this document. Field conditions will always warrant changes as the event progresses, but the goal of providing excellent customer service through efficient snow and ice control at the best price while maintaining the safety of the traveling public will always take precedence.

### 2. IMPLEMENTATION

These procedures shall be in effect during normal winter operations at times when weather conditions could cause accumulation of frost, sleet, ice, and snow on City streets, recreation trails, and public parking lots.

### 3. SNOW REMOVAL POLICY

The City of Bettendorf’s standard for snow/ice control is to achieve bare pavement on public streets within twenty-four (24) hours following the cessation of snowfall from an average storm of 4” to 6”.

### 4. SNOW EMERGENCY

The Mayor, under authority granted under Section 6-1-142 of the Municipal Code, may declare a snow emergency at which time the provisions of the emergency snow removal parking ordinance shall be implemented.

### 5. PRIORITIES FOR SNOW AND ICE CONTROL OPERATIONS

In order to make the most efficient use of available resources, we have established priorities using the assumption that the severity of a storm is not beyond the normal capabilities of the City’s snow removal resources. Depending on the nature of the snowstorm, deviations could occur. The established priorities are as follows:

- ArterialsStreets, City Buildings and Parking Lots 1<sup>st</sup> Priority
- Collectors 2<sup>nd</sup> Priority
- Local Roads and Cul-de-Sacs 3<sup>rd</sup> Priority
  - Some priority given to school needs during school days
  - Some priority given to church needs on Sundays
- Alleys/ Recreation Trails 4<sup>th</sup> Priority

### 6. DEFINITIONS

#### a. Winter Maintenance Season

The 2023/2024 winter maintenance season for our Operations staff will begin on Sunday November 12, 2023, and end on Sunday March 30, 2024. These dates may be adjusted if or when weather conditions could cause accumulation of frost, sleet, ice, and snow on City streets, recreation trails, and public parking lots. This period is also referred to as Stand-by.

- b. Supervisor  
Supervisor is defined as the person who is directing the snow/ice removal operations for the City. These individuals include: Director of Public of Public Works, Public Works Operation Manager, Streets and Solid Waste Supervisor, Sewer Maintenance Supervisor, Fleet Manager, and/or any other individual on the Public Works management team who may be assigned the responsibility of Supervisor.
- c. Primary Shift Leader  
Primary Shift Leader is defined as the AFSCME union person who is an acting supervisor coordinating the snow/ice removal operations of one of the two (2) large plow truck shifts.
- d. Stand-By Employees  
Designated personnel who are available for snow/ice control operations during the winter maintenance season or Stand-by period as defined above. Standby-by personnel include those listed for duty in large plow trucks, as well as those operating pickup trucks for snow and ice removal on cul-de-sacs routes and Parks Maintenance crews.
- e. First and Second Substitutes  
First subs are personnel who carry cell phones, are on call and draw stand-by pay just like the stand-by crews for large trucks and pickup trucks in cul-de-sacs. Second subs are equally qualified personnel who will not carry cell phones, will not draw stand-by pay, unless they are designated a first sub or stand-by.
- f. Stand-by Moratorium  
The Director of Public Works or his designee may declare a time when there is a high probability for no snow/ice. Public Works will notify Parks and Recreation of any moratorium. Stand-by employees or first substitutes will not be subjected to a cell phone call or expected to report for duty. This moratorium will apply for a specific period of time during weekdays only. Affected employees will continue to receive stand-by pay during this period.

## **7. STANDBY-PAY**

Employees who are required, or volunteered for snow and ice removal duties will be compensated at a rate of \$100 for each week of standby pay. Stand-by in these circumstances will be assigned in no less than one-week increments. Stand-by pay will be for those on the primary snow removal list as established by the department head or their designee.

## **8. CITY ISSUED CELL PHONES**

The City shall provide a cell phone to all employees on standby for snow and ice removal duties. The employee shall keep the cell phone close enough to hear when a call or text is received. The employee shall keep the cell phone always charged. City cell phones shall not be used except for City business unless the employee participates in the monthly cost for the phone pursuant to the City's cell phone policy.

## **9. CALL-OUT PROCEDURES- LARGE PLOW TRUCKS**

When the Police Department determines that streets are or will become hazardous due to snow and ice conditions, they will contact the Scott Emergency Communications Center (SECC) to dispatch the Bettendorf Public Works Department Snow and Ice team. The Police Department will then contact

the large plow truck Shift Leaders at (563) 344-4543 to inform them of the call to the SECC and to update them on current road conditions.

During normal business hours, designated employees will continue to perform their regular duties within their assigned departments until such time as a snow/ice alert is called. This alert may be preceded by a call from a supervisor or shift leader to perform anti-icing operations in advance of the first precipitation. Most employees who are designated as stand-by employees will be keeping close watch on the weather, so the call for snow/ice control operations is generally not a surprise.

When a shift leader receives a call from the Police Department after normal business hours alerting them that the streets are or will become hazardous due to snow and ice conditions, they will contact the appropriate primary shift leader. They will then call or send a group text notifying their shift to report for snow/ ice removal duties.

Upon receipt of a call or text, the employee shall call a City established number within ten (10) minutes, leaving a voice mail message that the notification has been received. The employee shall report to the Public Works maintenance facility, ready to work, within forty (40) minutes from the time of the notification. The Primary Shift Leader, or their designee, will check the voice mail number to confirm the call out.

#### **10. CALL-OUT PROCEDURES- CUL-DE-SAC/ PARKS MAINTENANCE**

The Primary Shift Leader shall decide when to call the Cul-de-sac/ Park Maintenance crews during normal business hours, as well as after hours and on weekends/holidays. This call will be made by telephone to the crew leader(s) approximately one (1) hour prior to the start of clearing residential streets. The cul-de-sac shift leader will, in turn, contact all members of the cul-de-sac crew by cell phone or group text.

Upon receipt of a call or text, the employee shall call a City established number within ten (10) minutes, leaving a voice mail message that the notification has been received. The employee shall report to the Public Works maintenance facility, ready to work, within forty (40) minutes from the time of the notification. The cul-de-sac crew leader, or their designee, will check the voice mail number to confirm the call out.

Cul-de-sacs will be maintained to the same standard as other residential streets, except salt may not be applied by the large plow trucks for accumulations of less than one inch (1") of snow. When snow has accumulated to greater than one inch (1") and appears to be forecast for more, even though the large plow trucks have not progressed to residential streets, the cul-de-sac crew may be called out to report to the primary Shift Leader.

#### **11. VACATION OR OTHER ABSENCES DURING THE SNOW/ICE CONTROL SEASON:**

During the winter maintenance season as defined above, up to two (2) employees receiving snow removal stand-by pay at any one time from Streets, Sewers, Sanitation, and Parks Maintenance employees on the large plow truck substitution list, may take vacation in an amount not to exceed forty (40) hours. No employee shall be required to be on stand-by during his/her approved vacation or during the two (2) days immediately preceding (Saturday and Sunday) when the employee takes a Monday through Friday as vacation. The employee will be back on stand-by the Saturday and Sunday following their vacation.

The Public Works Director, or their designee, may allow additional employees from Streets, Sewers, Sanitation, and Parks Maintenance to use their benefit time over and above the two (2) employees off on approved vacation during the winter maintenance season, provided they agree to report to work when called upon to perform snow and ice removal duties, sanitation work, or any other duties required due to unforeseen circumstances.

**12. SHIFT ASSIGNMENT SYSTEM (LARGE TRUCKS)**

Response to snow and ice removal is a team effort with Public Works Operations Division personnel as primary responders. To effectively provide coverage during snow and ice events, twenty-four (24) hour operations are often necessary. Operations Division personnel in Sanitation, Streets, and Sewers will primarily comprise the City snow and ice removal team, and they shall be divided as equally as possible, into two (2) teams, “A Team” and “B Team” to provide the required coverage within the designated snow routes, as well as coverage within their job classification. The Snow Teams will work twelve (12) hour shifts from 10 a.m. to 10 p.m. (day shift) or 10 p.m. to 10 a.m. (night shift) and alternate shifts as first responders for each snow and ice event. The two (2) teams will also alternate between the day shift and the night shift every two (2) weeks according to the following chart.

**Snowplow Driver 12-Hour Shift Schedule**

Note:

1. Snow shifts will be from 10 a.m. to 10 p.m. (day shift), and 10 p.m. to 10 a.m. (night shift)
2. If the night shift performing snow and ice removal duties carries over into the two (2) week change over, they will complete their shift until the winter event is complete.

Dates	Time	Day Shift	Night Shift
November 12 thru November 25	2 weeks	B	A
November 26 thru December 9	2 weeks	A	B
December 10 thru December 23	2 weeks	B	A
December 24 thru January 6	2 weeks	A	B
January 7 thru January 20	2 weeks	B	A
January 21 thru February 3	2 Weeks	A	B
February 4 thru February 17	2 weeks	B	A
February 18 thru March 3	2 weeks	A	B
March 4 thru March 17	2 weeks	B	A
March 18 thru March 30	2 weeks	A	B

### 13. SHIFT ASSIGNMENT SYSTEM (MECHANICS)

#### Mechanic 12-Hour Shift Schedule

Note: Mechanic shifts will be from 11 a.m. to 11 p.m. (day shift), and 11 p.m. to 11 a.m. (night shift)

Dates	Time	Day Shift	Night Shift
November 12 thru December 9	4 weeks	A	B
December 10 thru January 6	4 weeks	B	A
January 7 thru February 3	4 weeks	A	B
February 4 thru March 3	4 weeks	B	A
March 4 thru March 30	4 weeks	A	B

### 14. WEATHER FORECASTING

The City of Bettendorf does not employ the services of a private weather forecasting service. Public Works staff will monitor commercially available web-based forecasts (i.e., Weather Underground, Weather.com), government forecast information (National Weather Service), Iowa DOT Road Conditions, and local television news forecasts (WHBF, KWQC, WQAD). The Public Works Director and/or the Public Works Operations Manager will attempt to keep other City departments informed of all potential winter weather events beginning around forty-eight (48) hours in advance of the event. Experience has shown forecasting farther out than forty-eight (48) hours is extremely variable. Information is typically emailed out with timing of the storm and anticipated response from City Crews.

The City will use all of this information to formulate a response to impending winter weather. The timing, duration, and temperatures involved in a winter weather event will dictate the scope of the response from the City of Bettendorf.

### 15. MONITORING AND NOTIFICATION OF ICE AND SNOW ACTIVITY

During normal working hours, (typically 7:00 a.m. to 4:00 p.m., Monday through Friday), the management team of the Public Works Operations Division will observe weather conditions and initiate the appropriate response for snow and ice removal with the assistance of the Police Department.

During off-duty hours, weekends and holidays, the on-call Supervisor, and the Police Department, will monitor weather and road conditions. In the event of inclement weather, the on-call Supervisor will initiate the appropriate response action.

### 16. ANTI-ICING

Anti-icing is a pro-active approach to winter road maintenance. Anti-icing materials include salt brine (water mixed with salt), an agricultural –based liquid product (sugar beet by-product), or a combination of both depending on weather conditions. Anti-icing liquids are applied directly to the paved surface in advance of a winter storm. It forms a bond-breaker between the pavement surface and the snow and ice layer which melts snow more quickly and reduces the chance that ice will form and bond to the surface. It is similar to how cooking oil prevents food from sticking to the frying pan. Anti-icing reduces the amount of time required to restore the roads to a clear, dry state. Effective anti-icing is dependent upon having the right amount of anti-icing liquid in the right place at the right time. Applying anti-icing liquids to the roadways is generally the most effective

approach to prevent icy and snow-compacted roads. The primary emphasis of applying anti-icing materials in Bettendorf will be on arterials and major collector streets. The City may then apply anti-icing material in residential areas as time and conditions allow.

**17. COMMUNICATIONS**

All operators of snow and ice control equipment will keep in communication with the applicable Shift Leader at all times.

The Shift Leader on duty will be the main line of communication between applicable City staff and the Police Department. The Police Department will assist in advising the Shift Leader with regards to current road conditions. It will be the sole responsibility of the applicable Shift Leader to direct the winter maintenance operations for the City of Bettendorf.

Media notifications of emergency parking bans, snow emergency declarations, road closures, and other contact for inquiries regarding road conditions will be made by the Public Works Department.

**18. CITIZEN INQUIRIES**

All citizen issues concerning snow and ice control efforts will be routed to the Public Works Department Operations Division at (563) 344-4088. The Supervisor will determine appropriate follow-up responses to citizen inquiries.

**19. RIGHT-OF-WAY INTERSECTIONS**

After periods of extraordinary snow events, the City may elect to haul snow from designated intersection rights-of-way to minimize sight obstructions. The decision to initiate this operation will be dependent upon the depth and accumulation of snow and analysis by the Public Works Department for any significant sight triangle issues. Operational priorities will be assigned to intersections based on street classification, traffic volumes and severity of sight restrictions. Snow will only be removed from intersections where a public street intersects with another public street. This operation will typically be conducted after other higher priority post storm activities have been completed. Under normal circumstances, hauling of the snow will be conducted during regular work hours. Snow removal from the rights-of-way into private property driveways will be the responsibility of the adjacent private property owner.

**20. BOUNDARY STREET JURISDICTION AND RESPONSIBILITY**

The following table outlines the responsible each agency has to roads bordering Bettendorf corporate limits. The agencies listed below have first response maintenance responsibility to these roads. If Bettendorf has its snow routes open and serious problems remain on the boundary streets, Bettendorf snowplows may assist based upon the judgment of the Supervisor on duty.

Street Segment	Responsibility
E. Kimberly Rd.- City Limits to Locust St.	Davenport
Broadlawn Ave.- City Limits to Middle Rd.	Bettendorf
Crestline Dr.- Broadlawn Ave. to dead end	Bettendorf
Eastmere Dr.- City Limits to Middle Rd.	Bettendorf
Crestline Dr.- Eastmere Dr. to Marlo Ave.	Bettendorf
Coffelt Ave.- Crestline Dr. to City Limits	Bettendorf
Crow Creek Rd.- City Limits to Amesbury Dr.	Bettendorf

This winter maintenance season, the City of Bettendorf will be plowing some of the streets within the City of Panorama Park as outlined in a 28E Intergovernmental Agreement. A map identifying those streets to be plowed within the City limits of Panorama Park is included within this document.

## **21. TRAINING/ SNOW RODEO**

All employees who work during snow operations (for street operations) will have annual training. Each eligible snowplow driver is required to participate in snow operational training and successfully pass the snow driving demonstration. This training will typically take place in the month of October.

Training will include, but not limited to:

- Class time training on the snow plan, snow procedures, routes and maps, proper loading of equipment and proper procedures for loading salt & sand materials.
- Equipment demonstrations for CDL walk-around and pre-trip inspections.
- Proper loading procedures for loading salt and salt/sand mix into spreaders.
- Driving demonstration of a rodeo course to gain familiarity with the plow vehicles.
- Driving snow routes and properly using maps withing this packet prior to a snow/ice event.

Public Works Operations and Park Maintenance employees will be divided into groups. One group will participate in classroom training in the morning, while another group will participate in driver training at Crow Creek Park. In the afternoon, both groups will switch.

All employees will be assigned to their vehicle and a dry run of snow routes will take place. All Equipment Operator will receive training on proper loading of salt and salt/sand mix into spreaders.

## **22. EMERGENCIES**

Emergencies are defined as follows, but not necessarily limited to:

- Immediate need for Police, Fire and/or Emergency Medical assistance. If City emergency personnel must leave the public right-of-way to respond to an emergency, snow removal crews may provide necessary assistance such as opening a driveway or parking area to give access to them.
- Isolated problem areas where access is urgently needed before all other areas are handled.
- Icy conditions due to a water main break or clearing of streets due to debris blocking streets or access.

## **23. ICE CONTROL PROCEDURES**

The objective of ice control is to provide a safe pavement surface for vehicular traffic by attempting to prevent a build-up of snow and ice on the pavement. Ice control also includes at-tempting to remove any build-up that may occur. This is typically done with the utilization of mechanical snow removal equipment and deicer products.

The City may also apply liquid chemical deicers on designated streets prior to, and during storm conditions, to prevent the bonding of snow and ice to the pavement. This activity is known as anti-icing. The effectiveness of deicers used in this process is directly related to pavement temperatures. Based upon conditions, Supervisors will have discretion as to when to implement this activity and the deicer products which may be utilized.

The City will apply ice control materials in accordance with their recommended use. Application rates and locations may vary depending upon the type of storm. The Supervisor will have discretion as to what materials are used and when they are applied.

#### **24. SNOW CONTROL PROCEDURES**

The depth and timing of snow accumulation, weather forecasts and traffic volumes, will normally dictate when snow plowing operations will begin. Plowing will take place during a storm as needed in an attempt to keep the accumulation on the pavement surface less than desired guidelines.

**It is important to remember that plowing while a winter weather event is ongoing will not necessarily leave the street in a finished state.** It is common for snow fall rates to be high enough to give the appearance that a street has not been plowed even though the plow may have made a pass very recently. Only after the winter weather event has ended can final cleanup commence, and the streets begin to be returned to normal conditions. There may be several passes of plow equipment required to fully plow a street curb to curb. Snowplow equipment will need to maintain certain speeds while plowing in order promote efficient movement of snow and to ensure that snow does not adhere to the plow blade.

If weather forecasts indicate a significant increase in pavement temperatures during or after a storm event, supervisors will have discretion regarding plowing and/or deicer applications. If forecasts indicate that the snow and/or ice will dissipate over a period deemed reasonable by the Public Works Director or their designee, applicable procedures will be implemented. With the environmental and budgetary impacts of deicers, informed decisions and practices need to be utilized in the City of Bettendorf's operational plan.

#### **25. SNOW FENCE**

The Public Works Department may elect to place snow fence where it could potentially minimize blowing snow from accumulating on the road surface. Snow fence will be placed on private property only with mutual consent between the property owner and the City. The City will have sole discretion as to when and where to place snow fence.

#### **26. EQUIPMENT**

The City utilizes many different types of equipment during snow and ice control operations. The equipment utilized is chosen to fit the job that must be performed at that time.

For snow plowing activities on City streets, staff utilizes a straight plow blade. Many of these trucks are also outfitted with a mid-mount wing plow for more efficient and effective plowing operations. For blowing or physical removal of snow, the City utilizes snow blowers mounted on skid steers which can load snow directly into dump trucks or place it on adjacent right-of-way or private property.

#### **27. EQUIPMENT MAINTENANCE AND REPAIR**

As in all maintenance operations, successful snow and ice control depends upon the skillful use of manpower, personnel, equipment, and material. The efficient and economical control of ice and snow depends on the availability and use of the proper equipment. Equipment maintenance and repair involves a well-planned program that is in progress throughout the year. The program includes routine inspection, maintenance, and repair of equipment utilized in snow removal operations.



The City's garage will provide support to all departments for maintenance of snow/ice control equipment. Two (2) mechanics will be on stand-by at all times during the winter maintenance season.

Each employee assigned to a vehicle during the winter maintenance season shall have all salt spun off, washed and ready for the next mission at the end of each operational period.

#### **28. NO SALT AREAS:**

In addition to the designated areas for snow/ice control receiving regular rock salt, several streets have been listed as "No Salt" streets. These are newly paved Portland Cement Concrete streets completed from the recent construction season and ***shall be plowed only*** unless severe conditions warrant its use to improve safety. Street to receive no salt are noted in **Red** on the area or zone maps.

#### **29. SIDEWALK – PRIVATE RESPONSIBILITY**

Under Municipal Code 7-1-10, abutting property owners are responsible for removing snow/ice from public sidewalks that are less than six feet (6') wide. If the sidewalk, bike path, or separated recreational trail is greater than six feet (6') wide, the Parks Maintenance Division of Public Works will be responsible for clearing them.

If snow/ice remain on sidewalks for more than forty-eight (48) hours, the City may remove the snow/ice and assess the actual cost against the property. The minimum hourly rate to be billed to a property owner as a result of the City's ordering snow removal from City sidewalks shall be \$40.00 per hour for an operator with a snow blower, \$35.00 per hour for an operator with a shovel, and \$35.00 per hour for an operator with a chopper or hand tools. The contractor will charge \$15.00 per application of chemical ice remover required per occurrence. In addition to the hourly fee, a \$75.00 administrative fee to cover the costs of City staff time and enforcement action will be charged. A minimum fee of \$115.00 will be charged per occurrence.

#### **30. DRIVEWAYS & PRIVATE PROPERTY**

During snow and ice control procedures by the City, it is common for plowed snow to be pushed and/or thrown back onto sidewalks, driveways, and aprons especially around corners. This unfortunate event results from the need to maintain certain speeds and plow angles to provide efficient and safe snow and ice control. While the City strives to minimize the effects of this thrown snow, it is inherent to snow and ice control activities. Removal of this additional accumulation of material on sidewalks, driveways, or aprons is the responsibility of the abutting property owner.

The City of Bettendorf will repair any turf that is damaged from plowing operations. Damage due to deicing chemical will not be repaired by the City. The City will not repair damage to any landscaping (hardscaping, plants, irrigations systems, or accessories such as lighting) that is within the right of way.

#### **31. MAILBOXES**

Mailboxes not installed in accordance with United States Postal Service specification and damaged during snow plowing operations will not be the responsibility of the City for reimbursement for repair or replacement. Each mailbox installation should be sufficiently solid to withstand snow-clearing efforts by the city. The City is only responsible to clear streets from curb to curb; it will be the responsibility of the adjacent property owner to clear snow around mailboxes to assure mail delivery by the United States Postal Department. In the event a City vehicle damages a properly installed

mailbox, the City will install a new green-treated post and/or standard black mailbox. If the property owner desires a different mailbox, the City will reimburse up to \$100.00 towards replacement by the property owner.

### **32. FIRE HYDRANTS**

During snow and ice control operations, fire hydrants tend to get buried under snow. Residents are asked to review the location of fire hydrants near their properties. If the hydrant is covered, cleaning an area three feet (3') wide around the hydrant will ensure that the Bettendorf Fire Department can locate the hydrant quickly during an emergency. If you need assistance clearing snow around the hydrant, please call the Public Works Department at (563) 344-4088.

### **33. BUS SHELTERS**

Public Works staff will clear all bus shelters of snow and ice at the end of an event. A list of all shelter locations are as follows:

- a. Maplecrest Rd. & Victoria Dr.
- b. Maplecrest Rd. & Devils Glen Rd.
- c. Hawthorne Dr. Horizon Ct.
- d. Burlington Coat Factory at Lincoln Rd.
- e. Victoria St. & Tech Dr.
- f. Learning Campus Dr. at the Museum
- g. Belmont Rd. in front of Fairway
- h. Tanglefoot Ln. & Golden Valley Dr.
- i. Scott Community College Access Rd.
- j. Scott Community College & Belmont Rd.
- k. Falcon Ave. north of 53<sup>rd</sup> Ave. (ORA)
- l. 62<sup>nd</sup> St. Ct. & Lakeshore Dr. (Riverside Industrial Park)
- m. Forest Grove Dr. (north side of street just west of Middle Rd.- South of the TBK Sports complex)
- n. Faye's Field

### **34. REPORTS**

A storm record will be completed by the Public Works Department for each snow event. This record should contain operating times, weather conditions, resources used, and results.

### **35. DISCLAIMER**

This Manual may be affected by at least one or more of the following events which could delay or alter snow and ice control by the City:

- a. Equipment breakdown or manpower shortage
- b. Vehicles disabled in deep snow.
- c. Weather so severe as to cause work to be stopped for the safety of all personnel.
- d. Unforeseen conditions and emergencies.

# RESOLUTION

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RESOLUTION UPDATING THE SNOW AND ICE CONTROL POLICY  
ON CITY STREETS, ALLEYS AND CITY OWNED FACILITIES

WHEREAS, it is advisable to establish a policy for control of snow and ice accumulations on city streets and alleys.

NOW, THEREFORE BE IT RESOLVED that the following is the policy of the City of Bettendorf concerning snow and ice control on city streets. All other policies, whether written or unwritten, are hereby superseded. This policy is based upon a normal snow storm. Drifting snow, ice conditions or forecasted weather conditions could require modifications to this policy.

1. City snow and ice control crews shall be called for duty by the Police Department, when in their opinion, based upon present and predicted conditions; the streets are or will become hazardous. This call will be transmitted to Public Works Operations during normal business hours or to the appropriate Public Works shift leader after hours and on weekends/holidays.
2. The City shall be divided into various zones for snow plowing and ice control. The zones may be adjusted periodically by the Director of Public Works, copies of which shall be posted at the Public Works Operations at the City Annex. Anti-icing materials shall be applied to arterial and collector streets first in advance of forecasted snow or ice events. The City shall then apply anti-icing material in residential areas as time and conditions allows.
3. The priority for plowing and salting of the traveled lanes of streets and alleys in each zone shall be as follows:

Arterial Streets -	First Priority
Collectors -	Second Priority
Local Streets and Cul-de-sacs/Courts -	Third Priority
Some priority given to school needs during school days.	
Some priority to church needs on Sundays.	
Alleys -	Fourth Priority

4. After the above objectives are completed or near completion, city crews shall widen the travel lanes and parking areas. Shoulder widening shall also be performed on rural roads. The eventual objective of snow removal operations shall be bare pavement within twenty four (24) hours after the cessation of snow fall from an average snow storm of 4" to 6". In the event a larger storm event, timing and strategies may be adjusted.

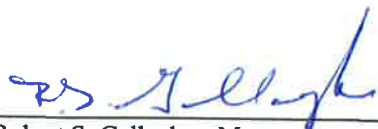
Areas between the curb and lot line are generally used for snow storage after removal from streets. Reasonable efforts will be made to keep plowed snow from covering or re-covering sidewalks, but keeping snow off sidewalks is not guaranteed. When necessary, snow accumulations shall be pushed even further from street edge to allow for additional storage capacity and continued effective removal of snow from streets.

The department shall also perform complete snow removal (defined as collecting the majority of stored snow and removal to another location) in limited areas of the city where the police department has determined that there is a public safety danger, greater than that faced generally by the motoring/walking public within the City. The department shall also perform snow removal in those areas where there is extremely


limited snow storage capacity, such as within a few cul-de-sacs, or within the parking lanes in the downtown corridor. Snow removal operations shall be performed after regular snow control operations have ended, shall be subject to concurrence of the City Administrator, and shall be subject to budgetary constraints.

5. The Mayor, under authority granted under Section 17-142 of the Municipal Code, may declare a snow emergency at which time the provisions of the emergency snow removal parking ordinance shall be implemented.
6. Salt shall not be applied to streets that have been paved the prior paving season unless severe conditions warrant its use to improve safety. This applies to streets with new Portland Cement Concrete (PCC) pavement or asphalt streets with new Portland Cement Concrete (PCC) curb and gutter. The city policy is all streets and roads in outlying areas will be sealcoated. No salt will be applied to gravel roads or alleys and on streets that have less than three (3) years accumulation of sealcoat application.
7. The City shall not remove snow from private driveways and access roads. Snow removal on sidewalks that are less than six feet (6') in width shall be the responsibility of the property owner. Snow removal on sidewalks/Multi-Use facilities greater than six feet (6') in width shall be the responsibility of the Parks and Recreation Department.
8. On streets which have mailboxes at the curb, the City, when plowing, shall come as close as possible to the box without damage. The remainder of the snow will be required to be removed by property owners to insure mail deliveries. Residents are required to remove snow from around fire hydrants and to limit parking on streets until snow is pushed to the curb.
9. Deviations from priority schedule for plowing and salting operations for deliverance of emergency services shall be requested through the Police Department and transmitted to Public Works Department personnel.
10. Residents shall not plow or throw snow from their driveway or sidewalks into city streets.
11. Resolution 278-15 is hereby repealed.

Passed, Approved and Adopted this 15<sup>th</sup> day of November, 2016.

  
\_\_\_\_\_  
Robert S. Gallagher, Mayor

Attest:

  
\_\_\_\_\_  
Decker P. Ploehn, City Clerk

# OPERATING INSTRUCTIONS AND SAFETY RULES

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## OPERATING INSTRUCTIONS AND SAFETY RULES

### 1. WORK HOURS

For major storm events, Public Works Operations Division personnel comprise the City snow and ice event team, and they are divided as equally as possible, into two (2) teams, "A Team" and "B Team".

These Snow Teams will work twelve (12) hour shifts from 10 a.m. to 10 p.m. or 10 p.m. to 10 a.m. and alternate shifts as first responders for each snow/ ice event.

### 2. SAFETY PROCEDURES

Safety is paramount during any snow/ ice storm. The following safety rules will be observed by all equipment operators.

- A. Check your snow removal equipment prior to leaving the yard and also the following:
  - 1) All work lights and emergency lights
  - 2) Two-way radio
  - 3) Snow plow and frame for damage
  - 4) Spreader and gate height
  - 5) Rear view mirrors
  - 6) Flags and reflectors
  - 7) Windshield wipers
  - 8) Heater and defroster
  - 9) Vehicle Inspection Items
  - 10) Liquid dispensing apparatus
- B. Report any non-working equipment to a Shift Leader or Supervisor immediately.
- C. Use reasonable caution in operation of snow removal equipment.
- D. Drive cautiously.
- E. Utilize caution when operating in cramped quarters with parked cars on a street.
- F. Know your route and any fixed objects covered by snow.
- G. Obey all traffic laws.
- H. Do not follow traffic too closely.
- I. Slow down prior to turning—your plow will tend to push you where it wants to go.
- J. Equipment involved in snow and ice control operations is emergency equipment, but you as the operator, must obey all traffic laws and provide right-of-way to other vehicles.
- K. Do not attempt to tow private automobiles. Have them contact the Bettendorf Police Department.

L. Utilize caution when operating deicing equipment and watch for overhead obstructions.

**3. ACCIDENTS**

Report all moving vehicle accidents immediately to your Shift Lead or Supervisor. Depending on the severity of the accident and availability due to storm related issues, the Police Department will typically be called to evaluate the accident. Prior to leaving duty on the shift, a Motor Vehicle Accident Report & Review form and the internal Vehicle Damage Claim Report must be filled out. Your Supervisor will attempt to interview the driver at the end of the shift or within twenty-four (24) hours after return to normal duties. Accident forms are available from the on-duty Shift Leader.

**4. CARE AND USE OF EQUIPMENT**

The snow plow operator is responsible for routine maintenance of the vehicle. Report any maintenance needed to your immediate Supervisor or mechanic on duty. Check vehicle before and after use for any maintenance needed or damage to equipment. Fill out Operations Daily Inspection Check Sheet. The vehicle should be refueled at the end of each operator's shift.

**5. RADIO COMMUNICATIONS**

All Equipment Operators are to take duty instructions from the Public Works Supervisors or on-call Shift Leader on duty. The Police may report road conditions or other issues to the Public Work's Supervisor or on-call Shift Leader. It will be the role of the Public Works Supervisor to direct all winter maintenance related operations.

**6. DAILY REPORT**

Upon completion of the shift, operators will be required to fill out a Daily Report sheet. This sheet will document location, date, mileage, and material usage.

**LARGE PLOW TRUCK SHIFT  
ASSIGNMENTS, ROUTE  
ASSIGNMENTS, & CONTACT  
INFORMATION**

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## 2023-2024 Large Truck Route Assignments

Corry Shipley "A" Shift Leader			Mark Schultz "B" Shift Leader	
Crew Member	Route	Truck No.	Truck Type	Crew Member
Austin Trujillo	1	2303	Single Axle w/wing & Pre-wet	Joe Wollett
Ron Hoffman	2	0918	Single Axle w/wing & Pre-wet	Thomas Schultz
Tony Cox	3	2306	Single Axle w/wing & Pre-wet	Zach Cripe
Tim Jones	4	2203	Single Axle w/wing & Pre-wet	Brandon Stanton
Adolfo Deharo	5	2008	Single Axle w/wing & Pre-wet	Bryce Robinson
Andrew Beecher	6	1303	Single Axle w/wing & Pre-wet	Steve Ernst
Mayson Shannon	7	2010	Single Axle w/wing & Pre-wet	Justin White
Chris Johnson	8	2009	Single Axle w/wing & Pre-wet	Josh Freisinger
Brendan Smith	9	1812	Single Axle w/wing & Pre-wet	Justin Ridgway
Harry Gerboth	10	1022	Tandem Axle w/wing & Pre-wet	Thomas Scraggs
Justin Bailey	Arterial/ Collectors/ Support (N. of Middle Rd.)	1725	Tandem Axle w/wing & Pre-wet	Rayce Christiansen
Rob Benson	Arterial/ Collectors/ Support (S. of Middle Rd.)	2001	Tandem Axle w/wing	William Rashid
<b>First Substitute</b>				
Austin Johnson			Colin Gilman	
Derek Green			Greg Manley	
Zach McCauley				
<b>Second Substitute</b>				
Shaun Glancy				
<b>Available Trucks</b>				
Truck No.	Truck Type	Comments		
1023	Single Axle & Pre-wet			
0919	Single Axle & Pre-wet			
1401	Single Axle & Pre-wet			
0618	Single Axle & Pre-wet			
0437	Tandem Axle Brine Truck- No Plow			
<b>Mechanics</b> <i>(Call the first mechanic on the list. If you can't reach the first mechanic, call the second)</i>				
Brandon Forristall			Kevin Kludy	
Scott Nadermann			Jacob Borkhart	

### Plow Driver Shifts

Dates	Time	Day Shift	Night Shift
		(10 am to 10 pm)	(10 pm to 10 am)
November 12 thru November 25	2 weeks	B	A
November 26 thru December 9	2 weeks	A	B
December 10 thru December 23	2 weeks	B	A
December 24 thru January 6	2 weeks	A	B
January 7 thru January 20	2 weeks	B	A
January 21 thru February 3	2 weeks	A	B
February 4 thru February 17	2 weeks	B	A
February 18 thru March 3	2 weeks	A	B
March 4 thru March 17	2 weeks	B	A
March 18 thru March 30	2 weeks	A	B

### Mechanics Shift

Dates	Time	Day Shift	Night Shift
		(11 am to 11 pm)	(11 pm to 11 am)
November 12 thru December 9	2 weeks	B	A
December 10 thru January 6	2 weeks	B	A
January 7 thru February 3	2 weeks	B	A
February 4 thru March 3	2 weeks	B	A
March 4 thru March 30	2 weeks	B	A

**2023-2024 Contact Information**

Name	City Cell No.	Personal No.
Justin Bailey	██████████	██████████
Andrew Beecher	██████████	██████████
Rob Benson	██████████	██████████
Rayce Christiansen	██████████	
Tony Cox	██████████	██████████
Zach Cripe	██████████	
Adolfo Deharo	██████████	██████████
Steve Ernst	██████████	
Josh Freisinger	██████████	
Harry Gerboth	██████████	██████████
Ron Hoffman	██████████	
Chris Johnson	██████████	██████████
Tim Jones	██████████	██████████
William Rashid	██████████	██████████
Justin Ridgway	██████████	██████████
Bryce Robinson	██████████	██████████
Mark Schultz	██████████	██████████
Thomas Schultz	██████████	██████████
Thomas Scraggs	██████████	██████████
Mayson Shannon	██████████	██████████
Corry Shipley	██████████	
Brendan Smith	██████████	
Brandon Stanton	██████████	██████████
Austin Trujillo	██████████	██████████
Justin White	██████████	
Joe Wollett	██████████	██████████
<b>First Substitutes</b>		
Colin Gilman	██████████	██████████
Derek Green	██████████	
Austin Johnson	██████████	██████████
Greg Manley	██████████	██████████
Zach McCauley	██████████	
<b>Second Substitutes</b>		
Shaun Glancy	██████████	██████████
<b>Mechanics</b>		
Jacob Borkhart	██████████	██████████
Brandon Forristall	██████████	██████████
Kevin Kludy	██████████	██████████
Scott Nadermann	██████████	██████████
<b>Administration</b>		
Chris Garman	██████████	██████████
Kris Hatfield	██████████	
Oscar Herrera	██████████	██████████
Todd Hildebrandt	██████████	
Brian Schmidt	██████████	

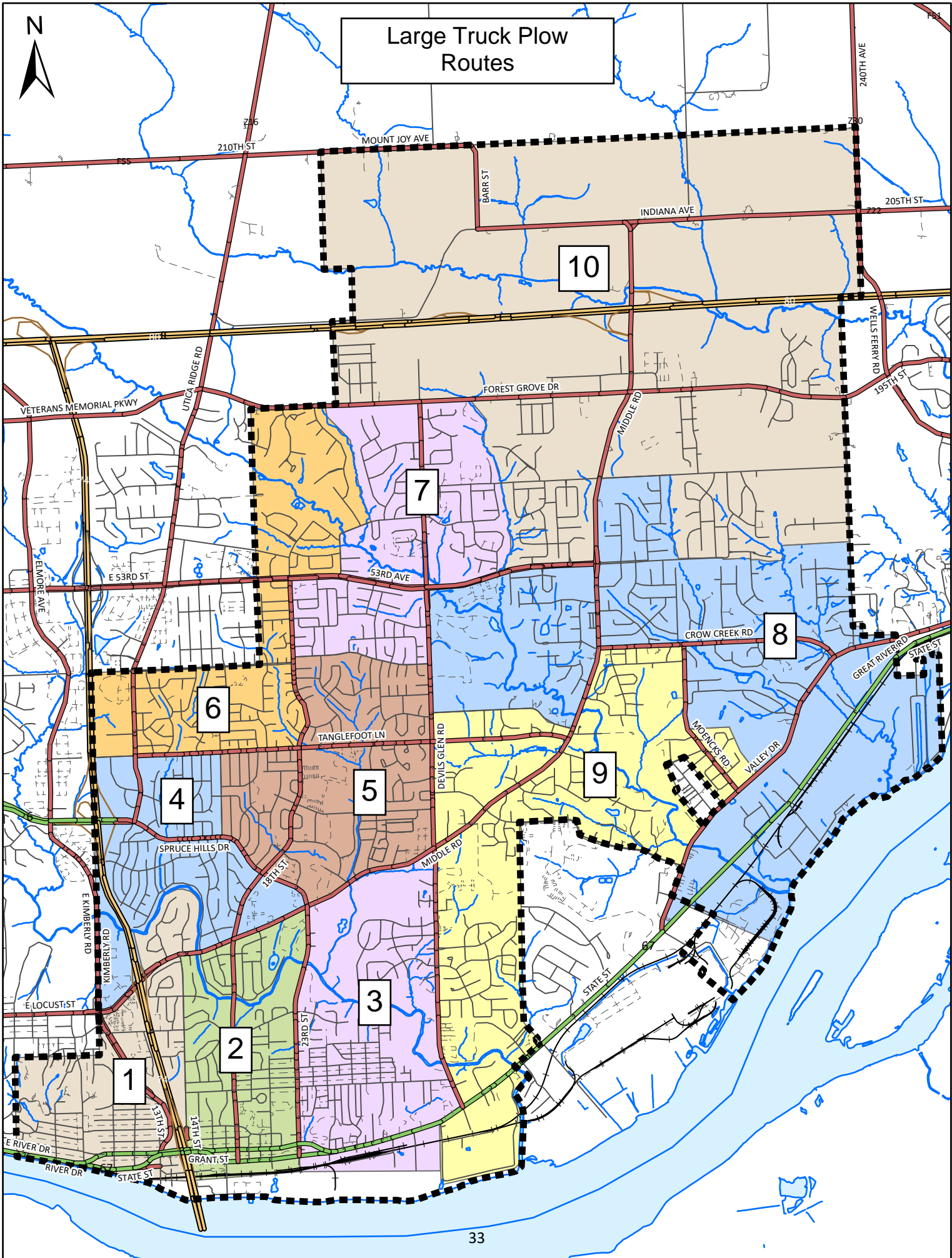
# LARGE PLOW TRUCK ROUTE MAPS

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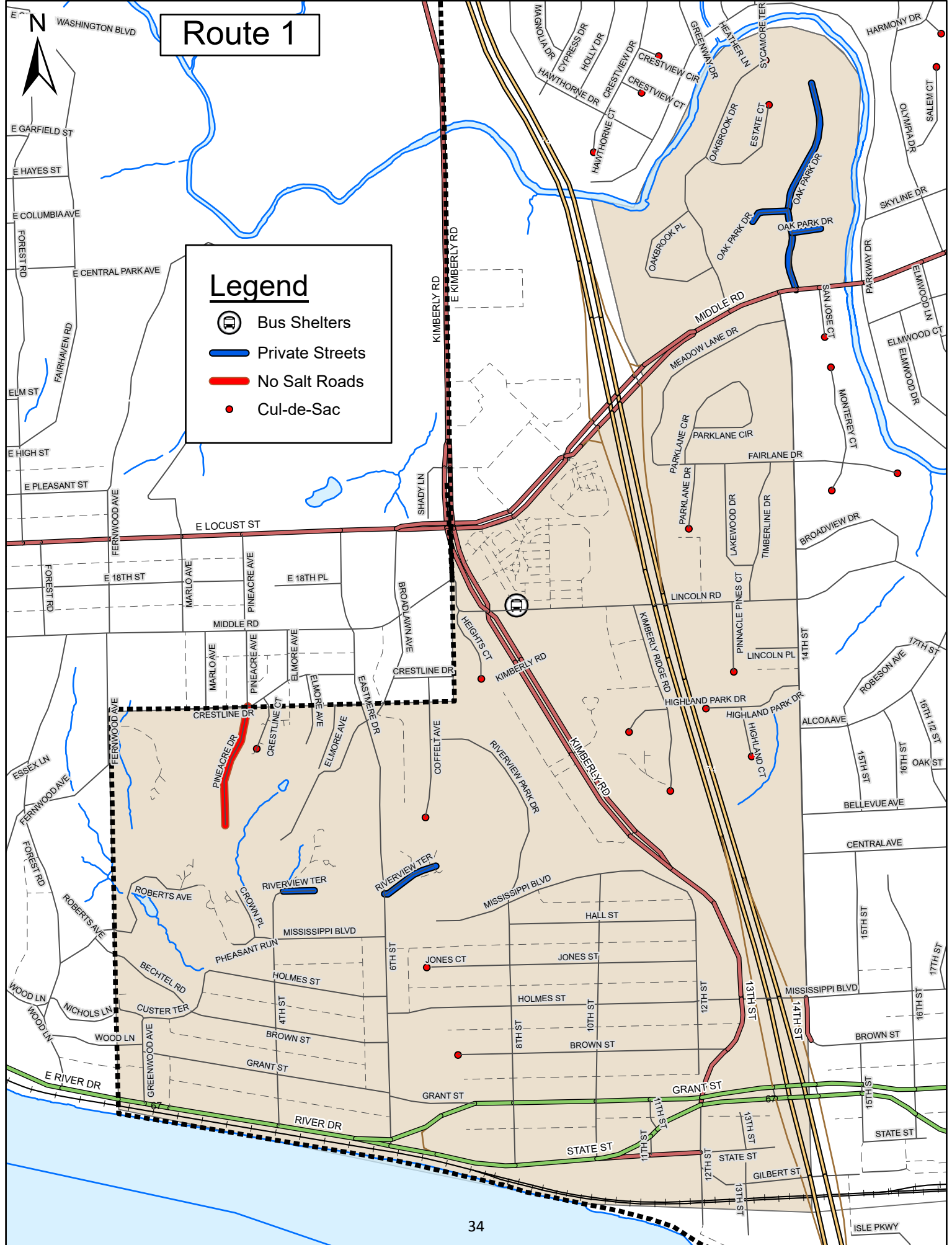
# Large Truck Plow Routes



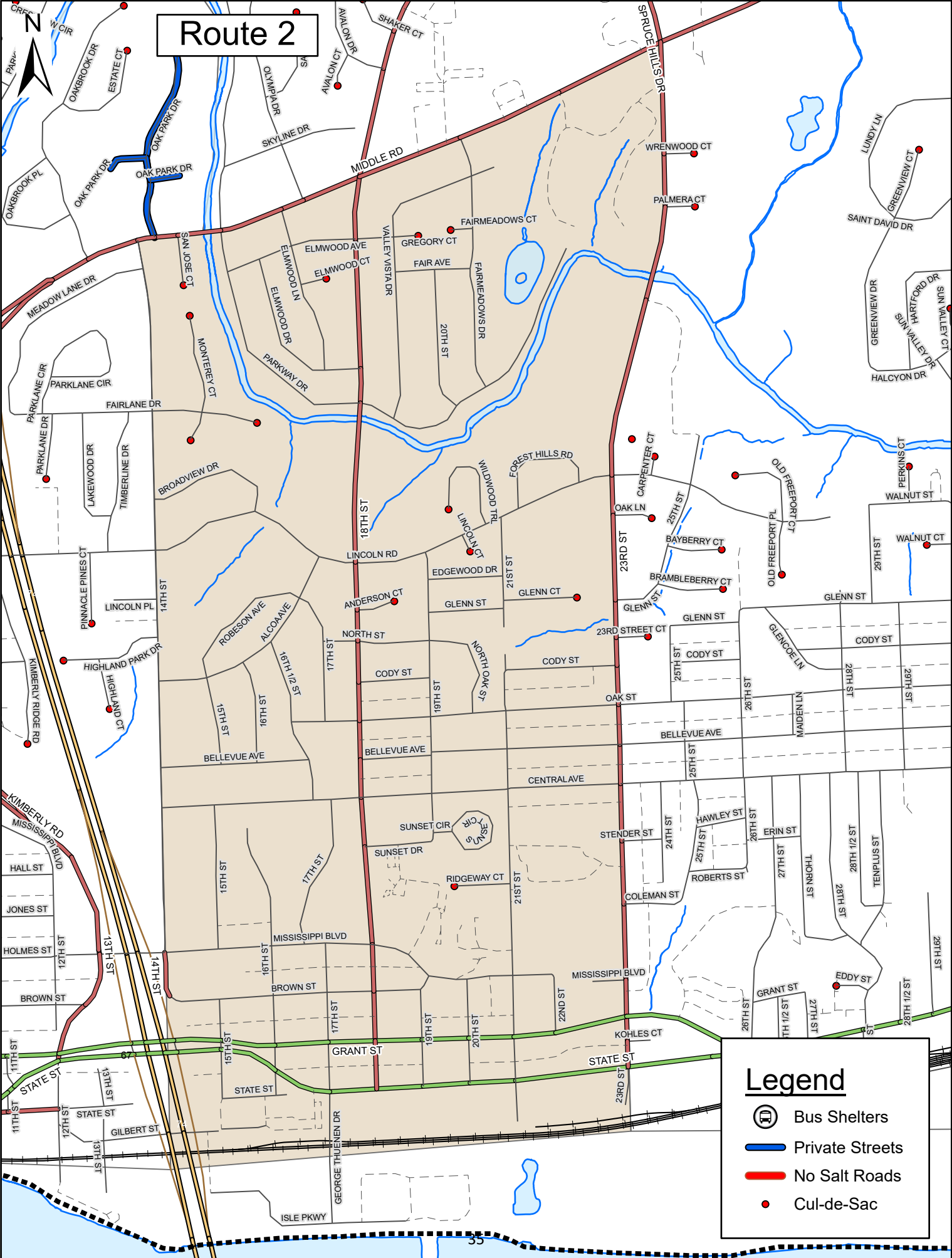
# Route 1

## Legend





-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac



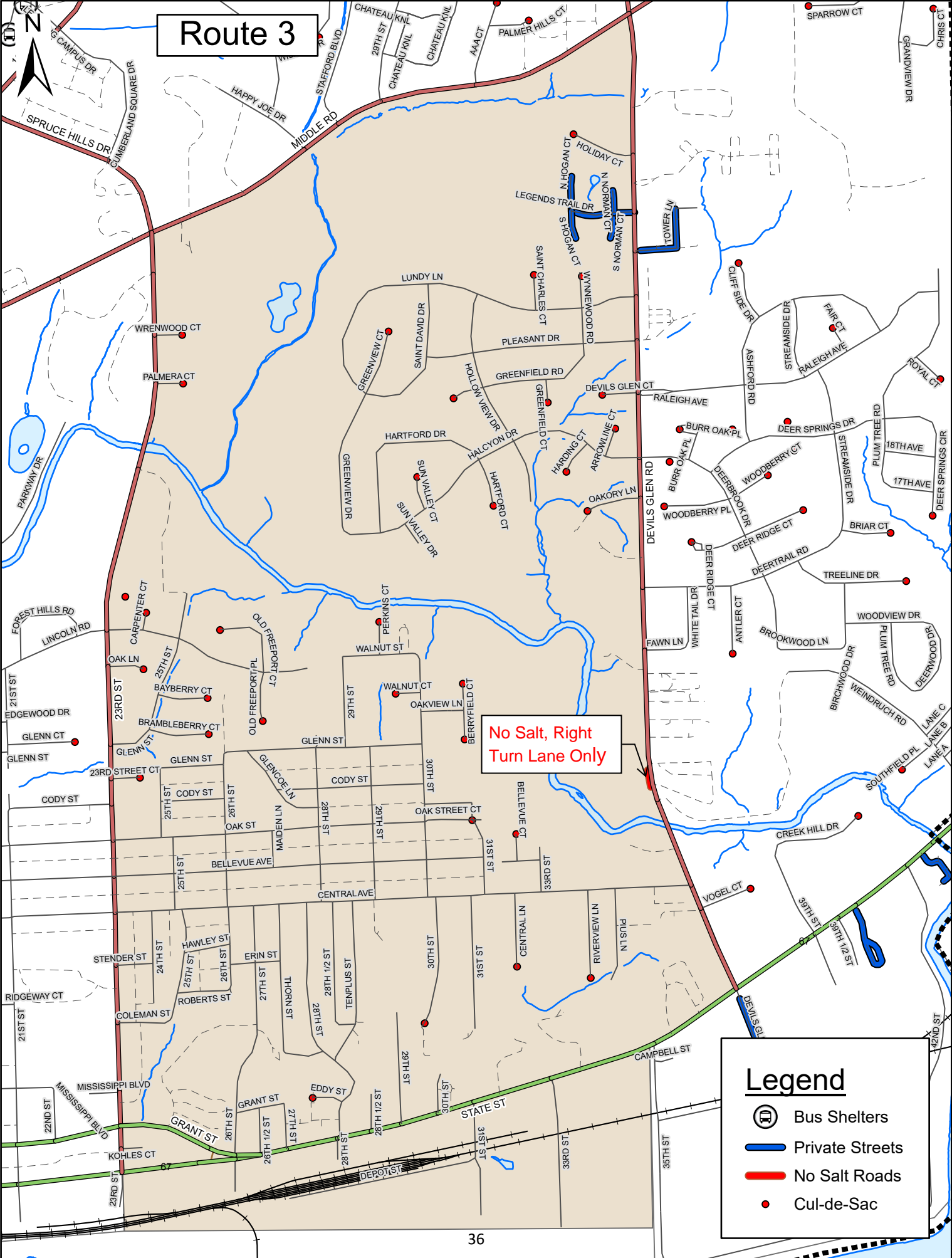
# Route 2



## Legend





-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

# Route 3

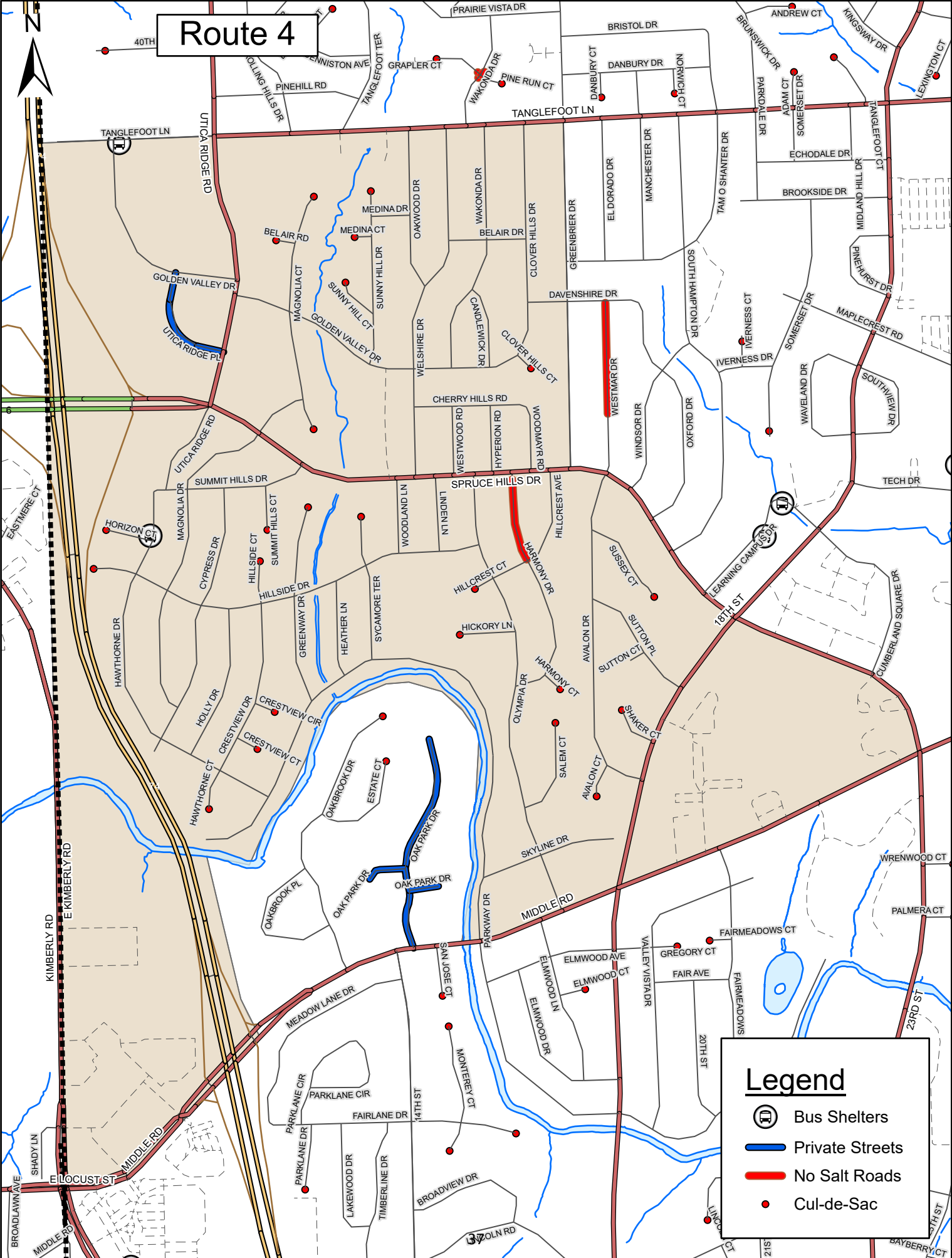


No Salt, Right Turn Lane Only





### Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

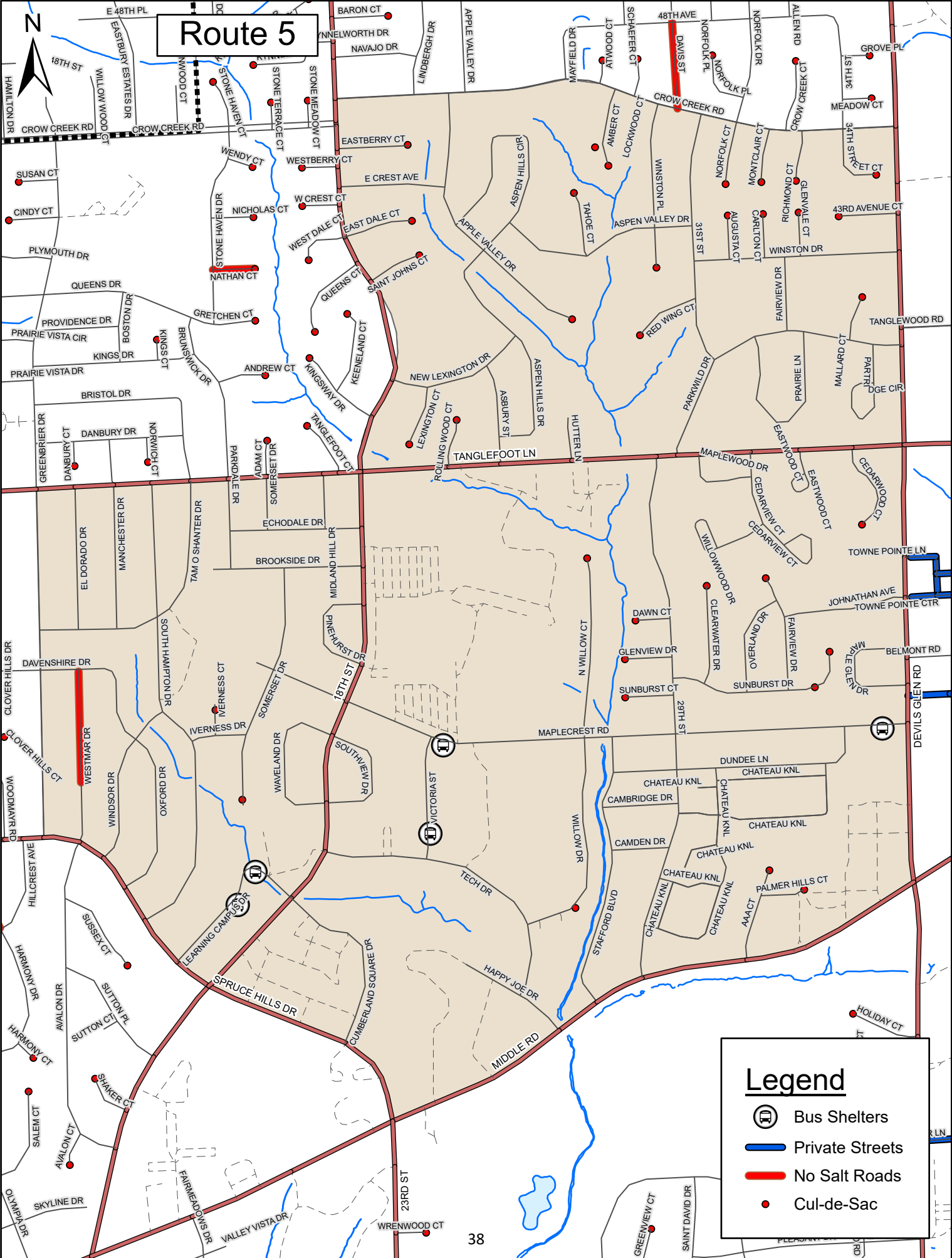
# Route 4



## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

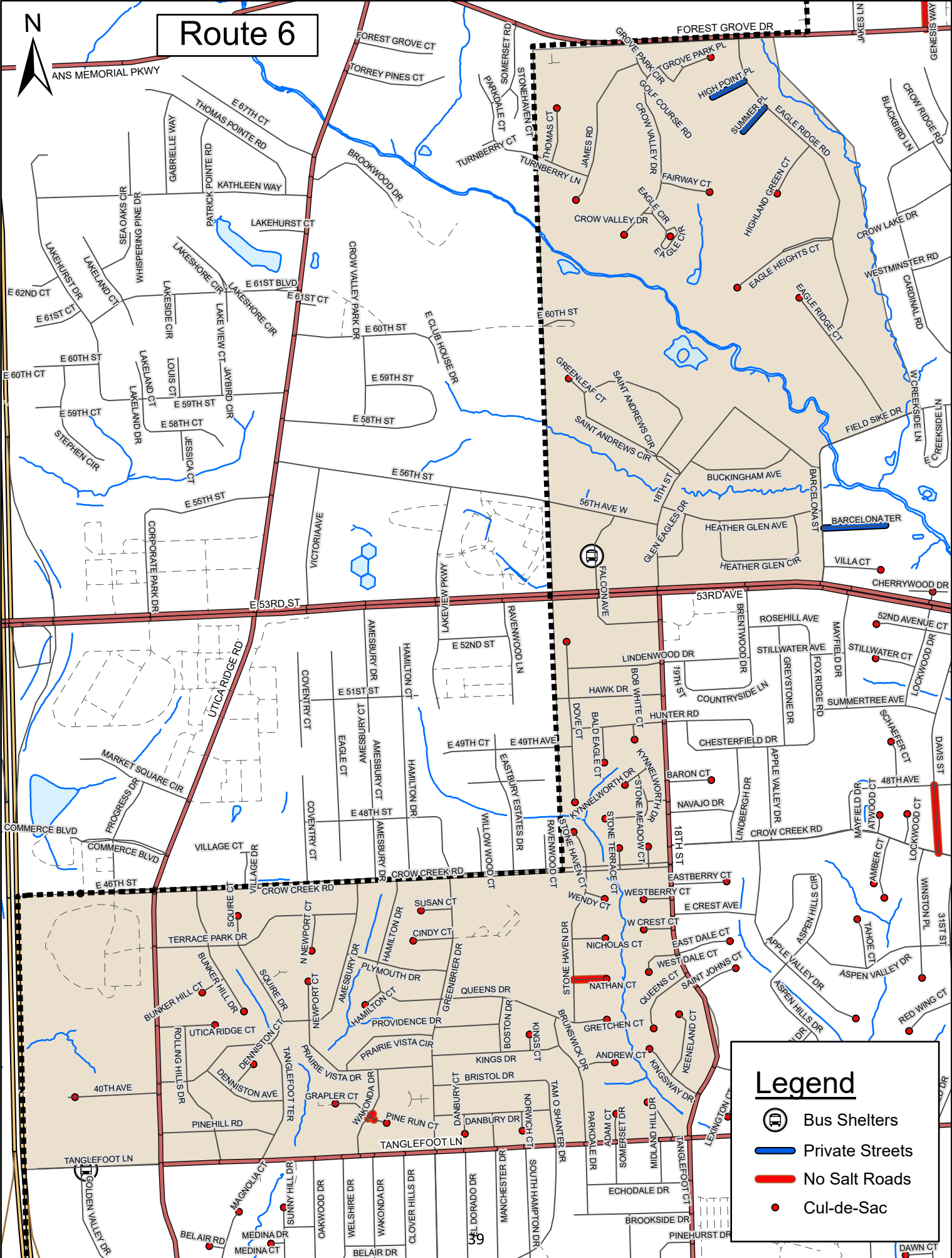
# Route 5



**Legend**

- Bus Shelters
- Private Streets
- No Salt Roads
- Cul-de-Sac

# Route 6

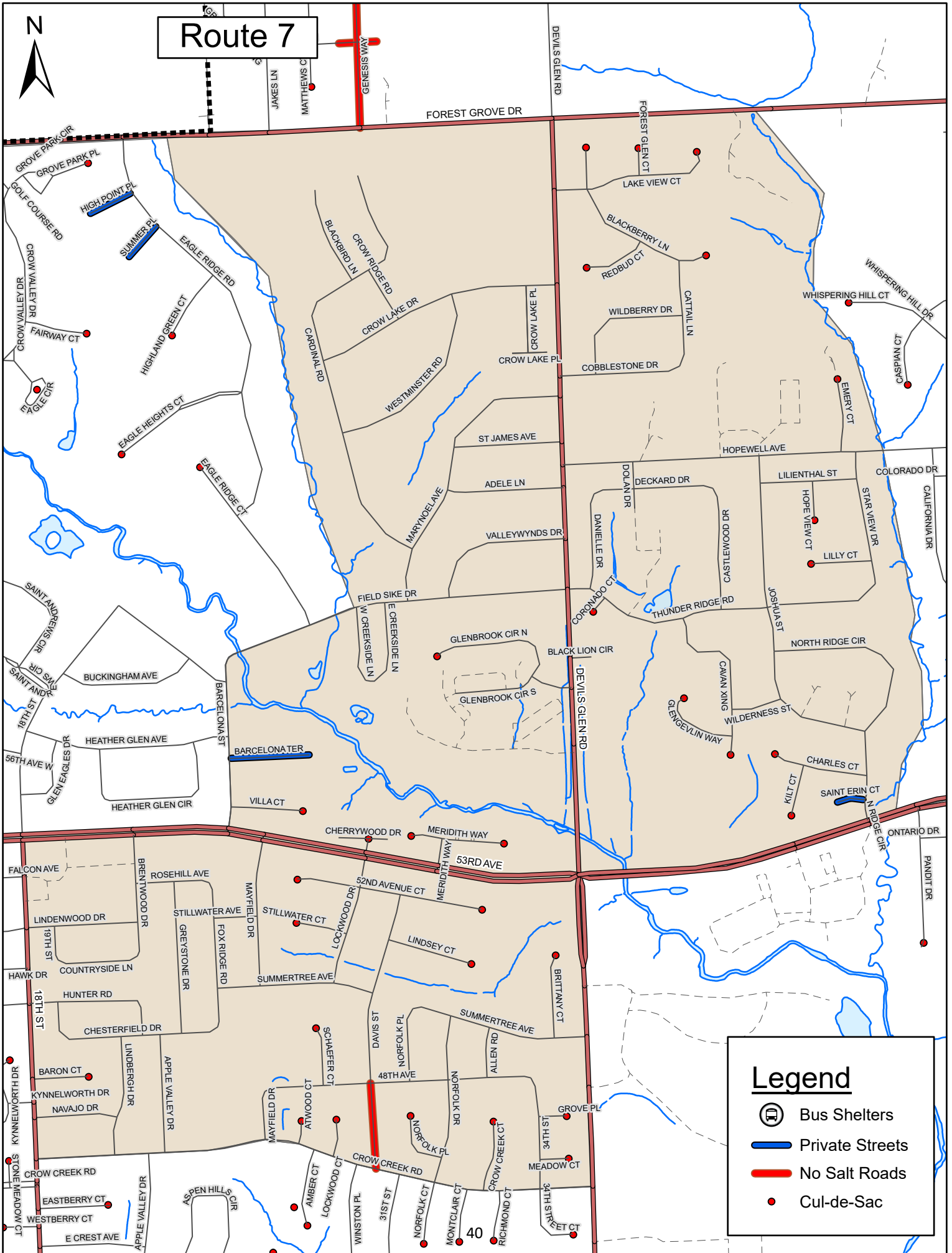


### Legend

- Bus Shelters
- Private Streets
- No Salt Roads
- Cul-de-Sac

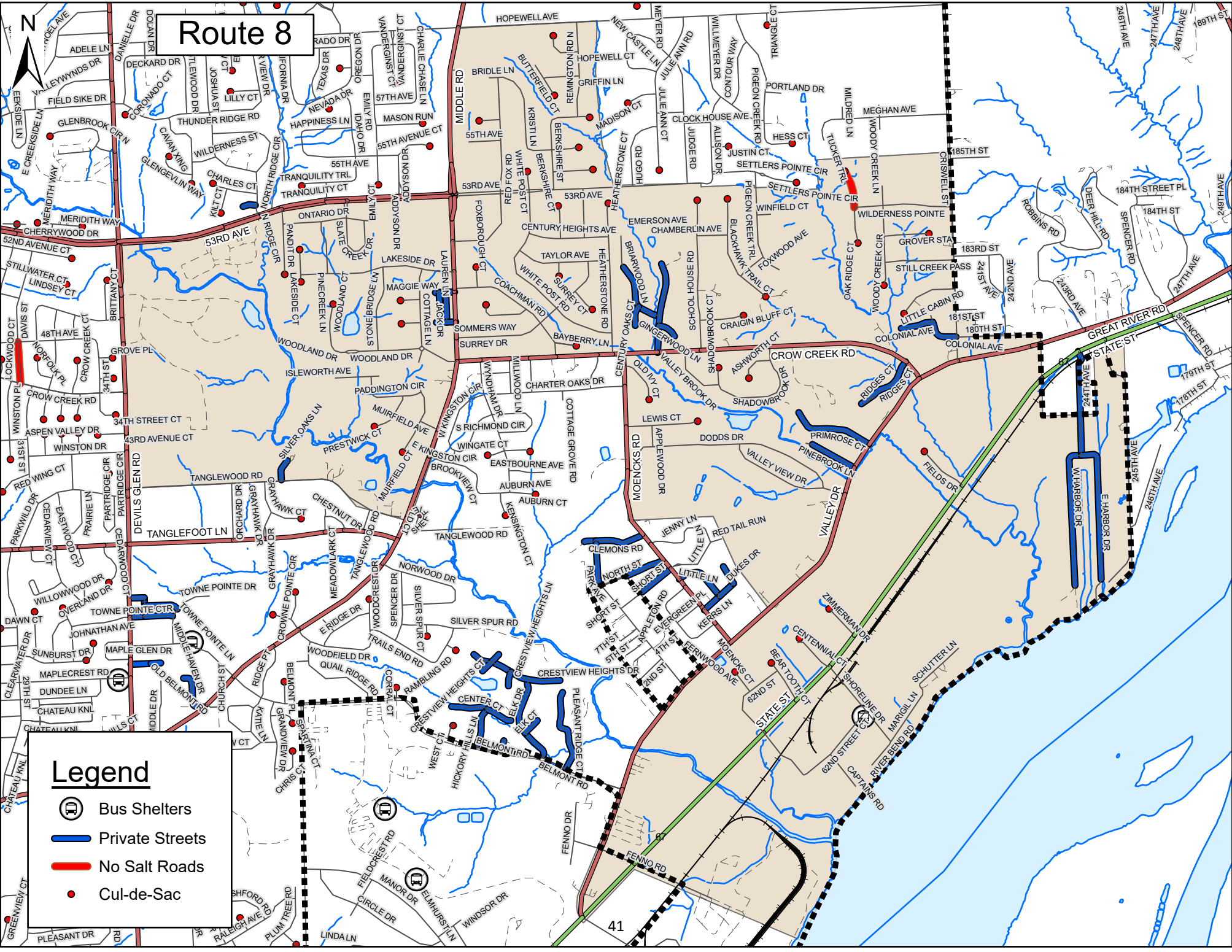


# Route 7

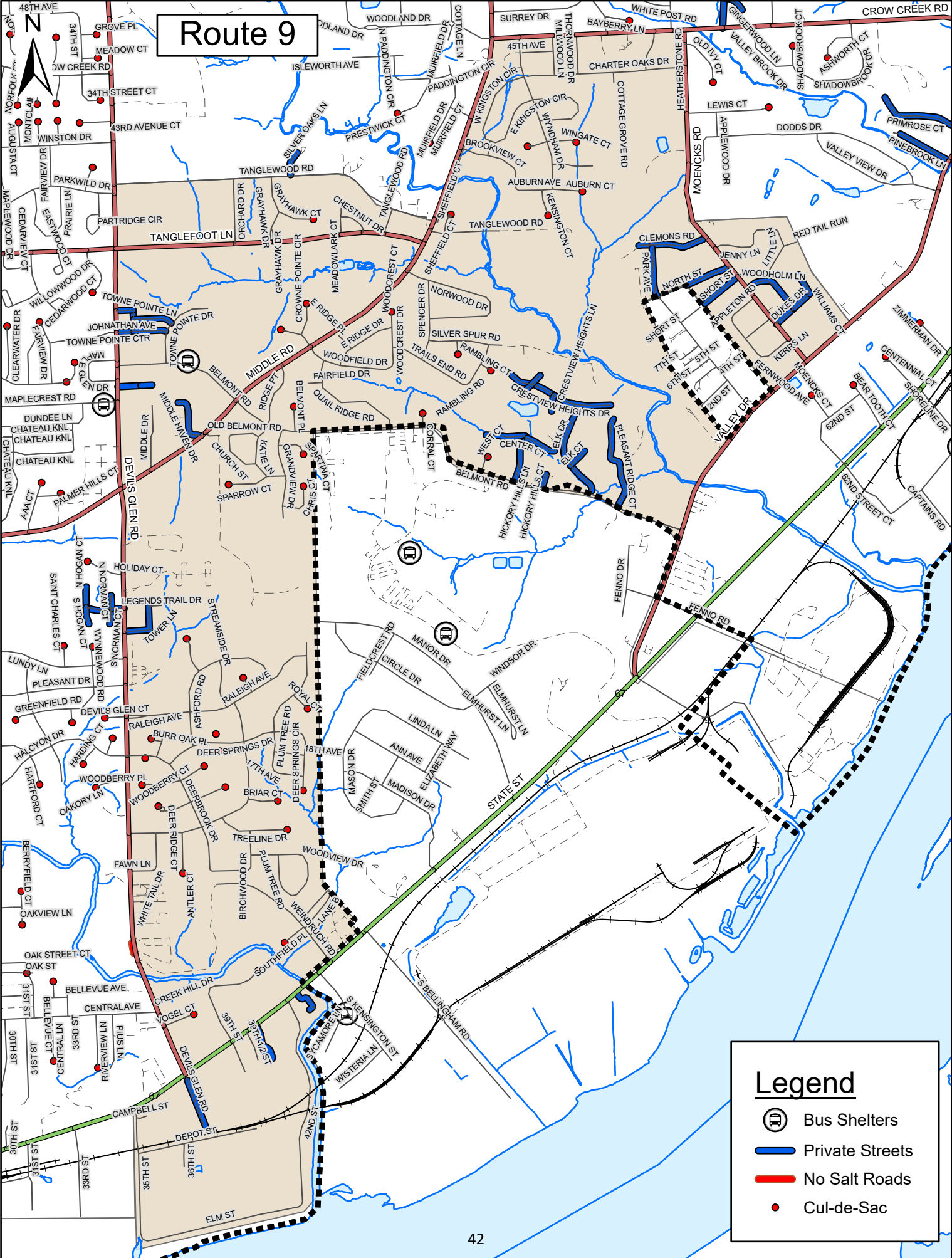








# Route 8



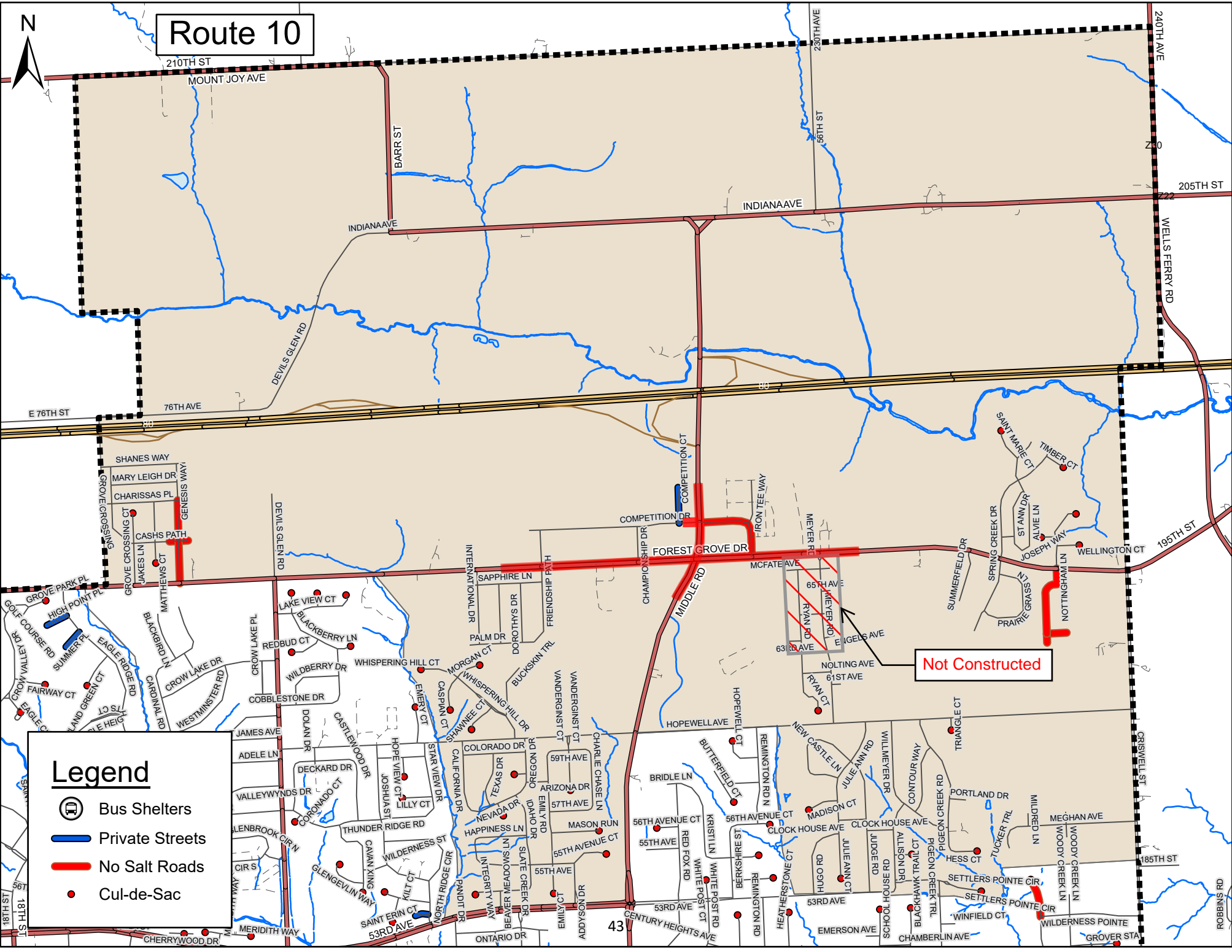
# Route 9







### Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

# Route 10



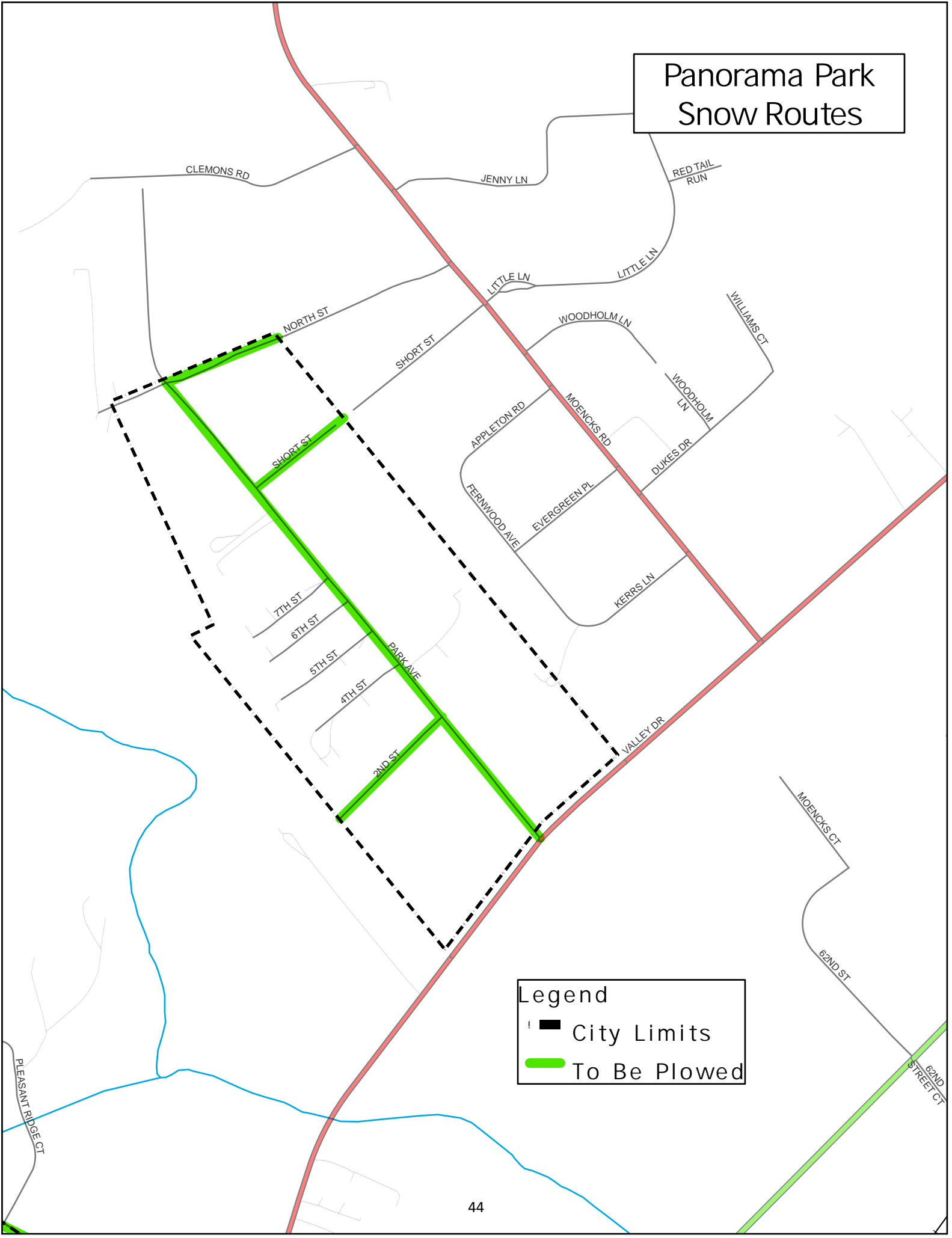
### Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

Not Constructed

43

# Panorama Park Snow Routes

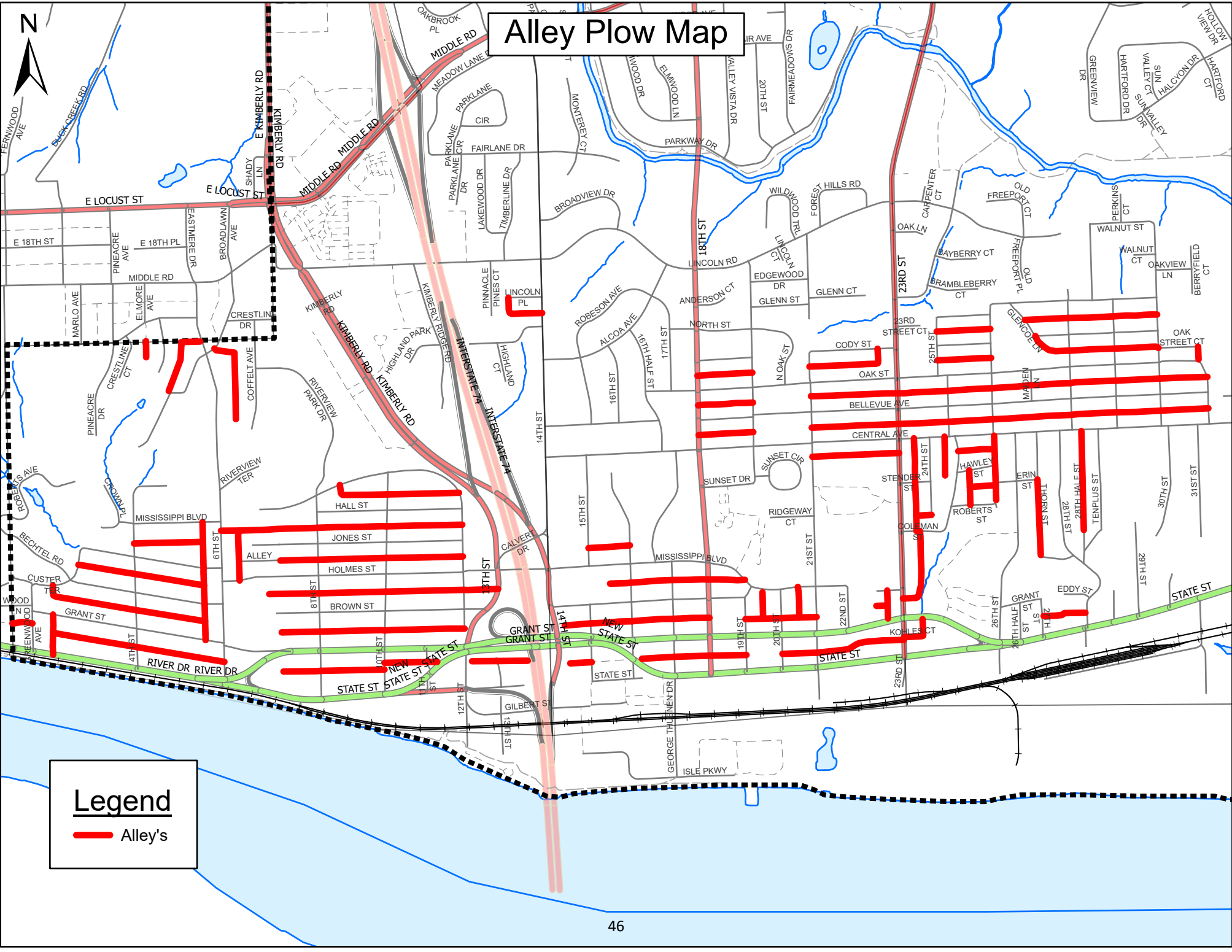


Legend

- City Limits
- To Be Plowed

# ALLEY PLOW MAP

# Alley Plow Map



**Legend**  
— Alley's

# SUPPORTING DOCUMENTATION

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**WORK RULE**  
**SNOW AND ICE CONTROL CALL-OUT PROCEDURE**

- A. **Keep your phone on at all times. Phone will vibrate, ring, or play a tone after the text message has been sent by your Crew leader.**
- B. Call your crew leader and leave him a voice message within ten (10) minutes of receiving your text message.

The numbers to call are:

Corry Shipley	██████████	Snow Plow Truck Lead, Shift "A"
Mark Schultz	██████████	Snow Plow Truck Lead, Shift "B"
Brian Verhelst	██████████	Cul-de-Sac Crew Lead
Paul Debruyn	██████████	Parks Maintenance
Brian Hickey	██████████	Golf Course/ Life Fitness Center/ Learning Campus

- C. Corry Shipley, Mark Schultz or the Scott Emergency Communications Center will log the time of the initial call-in.
- D. You have forty (40) minutes to get to the Public Works facility after receiving the text message. You **must** punch in and punch out for every event you are called out to perform snow and ice removal duties.
- E. Be prepared to work when you arrive.
- E. Keep your phone charged at all times.

**SNOW AND ICE CONTROL CALL-OUT PROCEDURE IS EFFECTIVE**  
**November 12– March 30**



## Snow Removal Substitute Form

\_\_\_\_\_  
Route No.                      Shift

\_\_\_\_\_  
Print Name                      Agrees to substitute for:                      \_\_\_\_\_  
Print Name

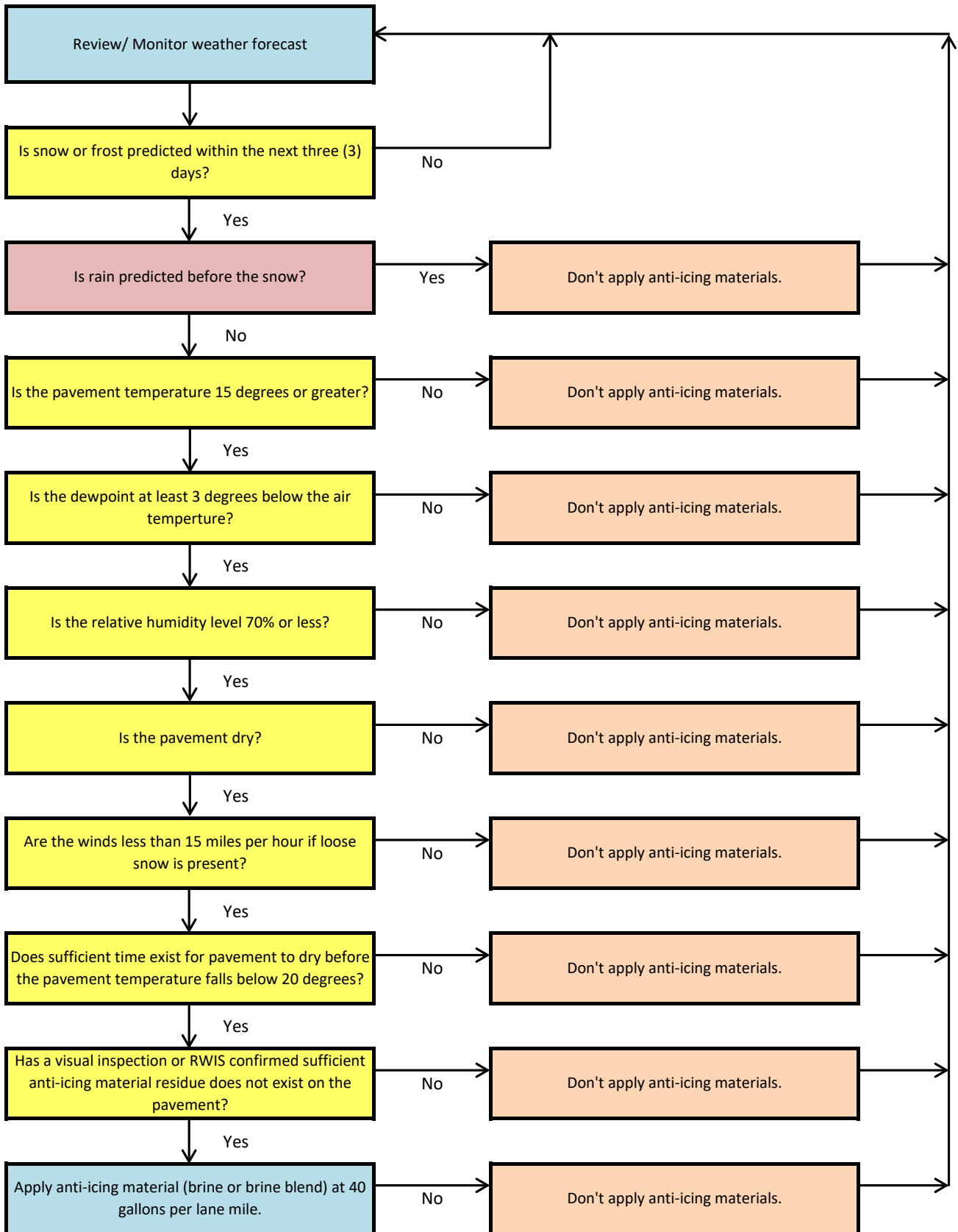
\_\_\_\_\_  
Date/ Time                      From:                      \_\_\_\_\_  
Date/ Time

\_\_\_\_\_  
Signature/ Date                      (Requested By)

\_\_\_\_\_  
Signature/ Date                      (Substitute)

\_\_\_\_\_  
Signature/ Date                      (Approved By)

## Anti-Icing Application Decision Flowchart



## Before the Storm

Apply anti-icing materials at the following rates:

Salt Brine and Enhanced	
Regularly scheduled application	20-35
Prior to frost or black ice event	20-35
Prior to light/ moderate snow	30-50

Use brine mixtures as follows:

- 90-10-0**     When pavement temperatures are greater than 20 °F
- 85-10-5**     When pavement temperatures are between 20 °F to 15 °F
- 80-10-10**    When pavement temperatures are less than 15 °F

A-B-C

A= % of Salt Brine

B= % of Carbohydrate (Fussion 55)

C= % of Calcium Chloride

## During/ After the Storm

Salt Application Rates

***\*Pre-wet salt out of spinners srt at min. 20 gallons/ ton***

<i>Pre-wetted salt @ 12' wide lane</i>							
Pavement Temp. (°F)		32-30	29-27	26-24	23-21	21-18	17-15
Pounds of salt per lane mile	Heavy Frost, light snow	100	100	100	100	200	200
	Medium snow (1/2" per hour)	100	100	100	200	200	200
	Heavy snow (1" per hour)	100	200	200	300	300	400
	Freezing rain, drizzle, sleet	100	200	200	300	400	400

## LOADRITE L-Series 2180

### Sign-In Procedure to Operate the Loader

- When you are in the loader, look at the monitor to make sure all 000000's show up on the screen. If they don't, press the **CLEAR** key
- Press MENU button in the upper left corner, use arrow keys to scroll down to **truck**, select **ENTER** button
- Use arrow keys to scroll down to **"your truck number"**, select **Enter** button
- Use arrow keys to scroll down to **"operator"**, select **Enter** button
- Use arrow keys to scroll down to **"your name"**, select **Enter** button
- Press **main menu button** in the upper right corner. You are now ready to load

### After Loading

- When you are done loading your truck, press the CLEAR key. **THIS IS VERY IMPORTANT!!!** Your load is now totaled.



## Resources for Public Works

### Severe Weather Conference Calls

Prior to moderate and high risk severe weather events, NWS Quad Cities holds a conference call for decision makers. Calls typically occur in the late morning or early afternoon, outlining the latest thinking on the impending threat. Notifications are made via email and/or text message.

- Contact Donna Dubberke or Maren Stoflet to sign up for this service.
- Iowa DOT Weather View 511- <https://weatherview.iowadot.gov>

### NWS Chat

Instant messaging or “chat” is used to create two-way communication between NWS forecasters and key partners to enhance decision-making.

- Visit <https://nwschat.weather.gov> to sign up for this service.

### iNWS

Receive text information direct from the NWS via email and/or text message to cell phones or pagers.

- Visit <http://inws.wrh.noaa.gov> to sign up for this service.

### NWS Quad Cities Briefing Page

A tool for decision makers to brief themselves on current and forecast conditions

- View at [www.weather.gov/dvn?n=briefing\\_current](http://www.weather.gov/dvn?n=briefing_current)

### Ensemble River Forecasts

Ensemble river forecasts provide an idea of the range of possibilities for a river forecast based on varying forecast rainfall scenarios.

- View at [www.crh.noaa.gov/crh/rfc/mapdisplaymain.php](http://www.crh.noaa.gov/crh/rfc/mapdisplaymain.php)

### Other Links

NWS Quad Cities Main Web Page

[www.weather.gov/quadcities](http://www.weather.gov/quadcities)

Enhanced Data Display Page (experimental)

<http://preview.weather.gov/edd>

River Forecasts and Other Info

<http://water.weather.gov/ahps2/index.php?wfo=dvn>

Winter Precipitation Probabilities

[www.hpc.ncep.noaa.gov/pwpf/wwd\\_accum\\_probs.php](http://www.hpc.ncep.noaa.gov/pwpf/wwd_accum_probs.php)

Rainfall Amount Probabilities

[www.hpc.ncep.noaa.gov/pqpf/conus\\_hpc\\_pqpf.php](http://www.hpc.ncep.noaa.gov/pqpf/conus_hpc_pqpf.php)

Private Weather Company Listings

[www.nws.noaa.gov/im/metdir.htm](http://www.nws.noaa.gov/im/metdir.htm)

[www.ametsoc.org/memb/ccm/ccmhome.html](http://www.ametsoc.org/memb/ccm/ccmhome.html)

### NWS Quad Cities Operations Phone Numbers

(563) 388-0672 Coordination (unlisted)

(563) 386-3976 General Public (listed)

#### Donna Dubberke

Warning Coordination Meteorologist

(563) 391-7094 x726

[Donna.dubberke@noaa.gov](mailto:Donna.dubberke@noaa.gov)

#### Maren Stoflet

Service Hydrologist

(563) 391-7094 x493

[Maren.stoflet@noaa.gov](mailto:Maren.stoflet@noaa.gov)

September 18, 2021

RE: Snow Removal near Railroad Crossings

TO ALL CITY, COUNTY, & IDOT SNOWPLOW DRIVERS:

The Iowa Department of Transportation, Rail Transportation Bureau conducts annual winter meetings with all the railroads. Safety related issues are part of our discussion during these annual meetings. Snow removal season has arrived, and we would like to remind snowplow drivers of some safety items related to winter operations at railroad crossings.

The railroads serving Iowa request you use special care when plowing and salting roads this winter season in the vicinity of highway-railroad crossings. Though specific railroads may differ slightly in their policies on snow and ice control at crossings, these general guidelines are good practices to keep in mind.

1. While it is essential that salt, brine, sand, and other snow and ice removal chemicals be used on roadway surfaces, these materials should be used judiciously at highway-railroad crossings.
2. Experience has shown that fully plowing the crossing is ideal. If it is possible to adjust the snow plow's height, please raise it to one (1) inch above the railroad crossing surface. If unable to adjust the snow plow's height, please completely plow the railroad crossing as you would a normal driving surface.
3. Special attention should be paid to snow removal at or within 15 feet either side of highway/railroad crossings. Enhancing the ability for vehicles to stop prior to the crossing is paramount. Snow and ice removal using salt/chemicals or sand on approaches to grade crossings assists the motorist in maintaining braking ability when approaching a grade crossing.
4. Where possible, avoid piling snow on or near railroad crossings, under gate arms or mechanisms and on access roads parallel and adjacent to tracks. Piles of snow may obstruct motorists' view as they approach a crossing, interfere with the proper operation of automatic gate arms or prevent railroad personnel from accessing infrastructure associated with the crossing safety devices.
5. In the unlikely event that snow removal equipment does or potentially has damaged a highway-railroad crossing in any way, *immediately* contact the railroad so that the situation can be evaluated. Raising the plow at the crossing may prevent any mishaps, but it is important to limit the amount the plow is lifted so that an accumulation of snow and ice on the crossing does not allow a vehicle to get stuck or "hung up" on the tracks.
6. Be sure to watch for approaching train traffic from each direction before conducting snow removal operations within the crossing area.

To report emergencies or unsafe crossing conditions use the emergency telephone number posted on the ENS sign located on the crossbuck post or signal mast, providing the unique crossing identification number on the sign (See sign example below)

**Figure 8B-5. Example of an Emergency Notification Sign**



I-13

If you are having a problem with snow or ice control at a crossing, please contact the railroad for additional assistance. If you need additional railroad contact information, please feel free to call the Rail Transportation Bureau at 515-239-1108.

The Rail Transportation Bureau is concerned about snowplow drivers' safety. In your focus to make the roadways safe for motorists, do not overlook the potential danger to you at rail crossings. **See Tracks? THINK TRAIN.** We also encourage all locations to schedule an Operation Lifesaver (OL) presentation on railroad safety. The presentations are provided by OL certified volunteers at no charge. To schedule a presentation at your location, please visit the following website [www.iowaoperationlifesaver.org](http://www.iowaoperationlifesaver.org).

The Rail Transportation Bureau and the railroads thank you for your extra care around highway/railroad crossings and for making our roads safe this winter driving season.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kristopher Klop".

Kristopher Klop

Manager, Highway-Rail Crossing Programs Rail  
Transportation Section, Modal Transportation Bureau  
Iowa Department of Transportation



# CUL-DE-SAC CREW CONTACT INFORMATION, ASSIGNMENTS, AND ROUTE INFORMATION

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**2023 -2024 Cul-De-Sac Crew Assignment & Contact Information**

**Day Crew (During Normal business hrs.- 7:00 a.m. to 4:00 p.m.)**

Area	Name	Work No.	Truck No.
1	Tony Rodriguez	5717	2316
2	Nate Chapman	5719	1720
3	Larry Gregorich	2451	1513
4	Nick Young	5718	1721
5	Taylor Diercx	4081	2317
6	Shaun Glancy	4090	2309
7	Wes Arensdorf	5715	2315
8	Tanner Fox	4076	1414
9	Rob Depover	4056	1515
10	Casey Hoffman	4081	1719
11	Brian Verhelst	4066	2314

Crew A	Crew B
Nov 12- 25	Nov 26 - Dec 09
Dec 10 - 23	Dec 24 - Jan 06
Jan 07 - 20	Jan 21 - Feb 03
Feb 04 -17	Feb 18- Mar 03
Mar 04 - 17	Mar 18- Mar 30

Back-up Trucks	
1514	1216
1415	

**STANDBY CREW "A" - SHIFT LEADER - Brian Verhelst**

Area	Name	Work No.	Cell No.	Truck No.
1	Tony Rodriguez	5717	██████████	2316
2	Nate Chapman	5719	██████████	1720
3	Larry Gregorich	2451	██████████	1513
4	Nick Young	5718	██████████	1721
5	Forrest Mook	4159	██████████	2317
6	Shaun Glancy	4090	██████████	2309
7	Wes Arensdorf	5715	██████████	2315
8	Tanner Fox	4076	██████████	1414
9	Rob Depover	4056	██████████	1515
10	Casey Hoffman	4081	██████████	1719
11	Brian Verhelst	4066	██████████	2314

**STANDBY CREW "B" - SHIFT LEADER - Brian Verhelst**

Area	Name	Work No.	Cell No.	Truck No.
1	Ethan Stilson	4067	██████████	2316
2	Nate Chapman	5719	██████████	1720
3	Larry Gregorich	2451	██████████	1513
4	Nick Young	5718	██████████	1721
5	Forrest Mook	4159	██████████	2317
6	Shaun Glancy	4090	██████████	2309
7	Taylor Diercx	4081	██████████	2315
8	Dana Burke	4082	██████████	1414
9	Rob DePover	4056	██████████	1515
10	Casey Hoffman	4081	██████████	1719
11	Brian Verhelst	4066	██████████	2314

**First Substitute Drivers**

Crew	Name	Work No.	Cell No.
A	Dana Burke	4082	██████████
B	Brandon Melton	4479	██████████
A&B	Craig Dedecker	4050	██████████

**Second Substitute Drivers**

Crew	Name	Work No.	Cell No.
A&B	Craig Dedecker	4050	██████████

**Cul-De-Sac Crew Route Assignments**

**10/21/2022**

**AREA 1**  
Tony Rodriguez (Day/A)  
Ethan Stilson (B)

**AREA 2**  
Nate Chapman (Day/A/B)

**AREA 3**  
Larry Gregorich (Day/A/B)

**AREA 4**  
Nick Young (Day/A/B)

**AREA 5**  
Taylor Diercx (Day)  
Forrest Mook (A/B)

**AREA 6**  
Shaun Glancy (Day/A/B)

	<b>Truck No. 2316</b>		<b>Truck No. 1720</b>		<b>Truck No. 1513</b>		<b>Truck No. 1721</b>		<b>Truck No. 2317</b>		<b>Truck No. 2309</b>
1	Brown St West of 8th	1	Holiday Ct	1	Spartina Ct	1	Crow Creek Rd	1	N Willow Ct	1	Squire Ct
2	Jones Ct.	2	Wynnewood Rd	2	Chris Ct	2	40th Ave	2	Willow Dr South	2	Bunker Hill Ct
3	Crestline Ct	3	St Charles Ct	3	Sparrow Ct	3	Belair Rd	3	Dawn Ct	3	Bunker Hill Dr
4	Broadlawn Alley	4	Greenview Ct	4	Cliff Side Dr	4	Magnolia Ct North	4	Glenview Ct	4	Utica Ridge Ct
5	Coffelt Ave	5	Greenfield Rd	5	Fair Ct	5	Sunny Hill Dr	5	Sunburst Ct	5	Denniston Ct
6	Highland Park Dr West	6	Greenfield Ct	6	Royal Ct	6	Medina Ct	6	AAA Ct	6	Grapler Ct
7	Kimberly Ridge Rd	7	Devils Glen Ct	7	Burr Oak Pl	7	Sunny Hills Ct	7	Palmer Hills Ct	7	Pine Run Ct
8	Highland Ct	8	Arrowline Ct	8	Deerbrook Dr South	8	Clover Hills Ct	8	Sunburst Dr bumpout	8	Newport Ct
9	Highland Park Dr East	9	Oakory Ln	9	Ashford Rd	9	Iverness Ct	9	Sunburst Dr North	9	N Newport Ct
10	Pinnacle Pines Ct	10	Harding Ct	10	Deer Springs Dr North	10	Sommerset Dr South	10	Clearwater Dr	10	Susan Ct
11	Ridgeway Ct	11	Hartford Ct	11	Deer Springs Dr South	11	Magnolia Ct South	11	Fairview Dr	11	Cindy Ct
12	Anderson Ct	12	Sunvalley Ct	12	Woodberry Ct	12	Horizon Ct	12	Cedarwood Ct	12	Hamilton Ct
13	Glenn Ct	13	Old Bandshell Rd	13	Woodberry Pl	13	Hillside Dr Ct	13	Belmont Pl	13	Danbury Ct
14	Lincoln Ct	14	Carpenter Ct	14	Deer Ridge Ct West	14	Hillside Ct	14	Corral Ct	14	Norwich Ct
15	Wildwood Trail	15	Old Freeport Ct	15	Deer Ridge Ct East	15	Summit Hills Ct	15	West Ct	15	Kings Ct
16	Parklane Dr	16	Perkins Ct	16	Deer Springs Cir	16	Greenway Ct	16	Woodfield Dr	16	Adam Ct
17	Monterey Ct South	17	Berryfield Ct North	17	Briar Ct	17	Sycamore Terrace Ct	17	Crown Pointe Cir	17	Tanglewood Ct
18	Fairlane Dr	18	Berryfield Ct South	18	Treeline Dr	18	Hillcrest Ct	18	Woodcrest Ct	18	Andrew Ct
19	Monterey Ct North	19	Walnut Ct	19	Antler Ct	19	Sussex Ct	19	Silver Spur Ct	19	Kingsway Dr
20	San Jose Ct	20	Old Freeport Pl	20	Southfield Pl	20	Hickory Ln	20	Rambling Ct	20	Gretchen Ct
21	Elmwood Ct	21	Oak Ln	21	Creek Hill Dr	21	Harmony Ct	21	Greyhawk Ct	21	Queens Ct
22	Gregory Ct	22	Bayberry Ct	22	Vogel Ct	22	Salem Ct	22	Sheffield Ct	22	Keeneland Ct
23	Fairmeadows Ct	23	Brambleberry Ct	23	Riverview Ln	23	Shaker Ct	23	Kensington Ct	23	West Dale Ct
24	Estate Ct	24	23rd St Ct	24	Central Ln	24	Avalon Ct	24	Auburn Ct	24	Nathan Ct
25	Oakbrook Dr	25	Oak St Ct	25	30th St	25	Crestview Cir	25	Wyndham Ct	25	Nicholas Ct
26	Wrenwood Ct	26	Bellevue Ct	26	Eddy St	26	Crestview Ct	26	Wingate Ct	26	W Crest Ct
27	Palmera Ct	27		27		27	Hawthorne Ct	27		27	Wendy Ct
28	Heights Ct	28		28		28		28		28	Westberry Ct
29		29		29		29		29		29	
30		30		30		30		30		30	

**Cul-De-Sac Crew Route Assignments**

<b>AREA 7</b>		<b>AREA 8</b>		<b>AREA 9</b>		<b>AREA 10</b>		<b>AREA 11</b>	
<b>Wes Arensdorf (Day/A)</b>		<b>Tanner Fox (Day/A)</b>		<b>Rob DePover (Day/A/B)</b>		<b>Casey Hoffman (Day/A/B)</b>		<b>Brian Verhelst (Day/A/B)</b>	
<b>Taylor Diericx (B)</b>		<b>Dana Burke (B)</b>		<b>Dana Burke (B)</b>					
<b>Truck No. 2315</b>		<b>Truck No. 1414</b>		<b>Truck No. 1515</b>		<b>Truck No. 1719</b>		<b>Truck No. 2314</b>	
1	Baron Ct	1	Moencks Ct	1	Stone Meadow Ct	1	Brittany Ct	1	Little Cabin Rd
2	Eastberry Ct	2	Bear Tooth Ct	2	Stone Terrace Ct	2	Glennbrook Cir N	2	Woody Creek Cir
3	East Dale Ct	3	Centennial Ct	3	Stone Haven Ct	3	Kilt Ct	3	Grover Station
4	Saint Johns Ct	4	Zimmerman Dr	4	Kynnelworth Dr South	4	Charles Ct	4	Oak Ridge Ct (S)
5	Lexington Ct	5	Fields Dr	5	Kynnelworth Dr NW	5	Cavan Crossing	5	<b>Oak Ridge Ct (N) New</b>
6	Rolling Wood Ct	6	Lewis Ct	6	Kynnelworth Dr NE	6	Glengevlin Way	6	Settlers Pointe Cir
7	Apple Valley Dr	7	Old Ivy Ct	7	Dove Ct South	7	Coronado Ct	7	Hess Ct
8	Red Wing Ct	8	Shadowbrook Ct	8	Dove Ct North	8	Tranquility Ct	8	Justin Ct
9	Mallard Ct	9	Ashworth Ct	9	Bald Eagle Ct	9	Montana Ct	9	Triangle Ct
10	Winston Pl	10	Craigin Bluff Ct	10	Bob White Ct	10	Portland Ct	10	Julie Ann Ct
11	Tahoe Ct	11	Blackhawk Trail Ct (S)	11	Lindsey Ct	11	Lilly Ct	11	Madison Ct
12	Augusta Ct	12	Blackhawk Trail Ct (N)	12	52nd Ave Ct East	12	Hope View Ct	12	54th Ave Ct
13	Carlton Ct	13	Schoolhouse Rd	13	Stillwater Ct	13	Shawnee Ct	13	White Post Ct
14	Glenvale Ct	14	Heatherstone Ct	14	52nd Ave Ct West	14	Caspian Ct	14	Kristi Ln
15	43rd Ave Ct	15	Berkshire Ct	15	Meridith Way East	15	Emery Ct	15	56th Ave Ct
16	34th St Ct	16	Pacer Ct	16	Meridith Way West	16	Morgan Ct	16	56th Ave Ct West
17	Richmond Ct	17	Surrey Ct	17	Cherrywood Dr	17	Whispering Hill Ct	17	Butterfield Ct
18	Montclair Ct	18	Bayberry Ln	18	Villa Ct	18	Blackberry Ln South	18	Hopewell Ct
19	Norfolk Ct	19	Coachman Ct	19	Greenleaf Ct	19	Redbud Ct	19	Lancaster Dr
20	Amber Ct South	20	Foxborough Ct	20	Eagle Ridge Ct	20	Lake View Ct	20	Wellington Ct
21	Amber Ct North	21	Muirfield Ct	21	Eagle Heights Ct	21	Forest Glen Ct	21	Nottingham Ln
22	Meadow Ct	22	Prestwick Ct	22	Highland Green Ct	22	Blackberry Ln North	22	Timber Ct
23	Grove Pl	23	Red Oak Ct	23	Fairway Ct	23	Matthews Ct	23	St. Marie Ct
24	Crow Creek Ct	24	Hidden Lake Ct	24	Eagle Cir	24	Grove Crossing Ct	24	Ryan Ct
25	Norfolk Pl South	25	Woodland Ct	25	Crow Valley Dr	25	Emily Ct	25	
26	Lockwood Ct	26	Pandot Dr	26	James Rd	26	55th Ave Ct	26	
27	Atwood Ct	27	Lakeside Ct. (N)	27	Thomas Ct	27	Mason Run	27	
28	Schaefer Ct	28	Lakeside Ct. (S)	28	Grove Park Pl	28	Vanderginst Ct	28	
29		29		29		29		29	
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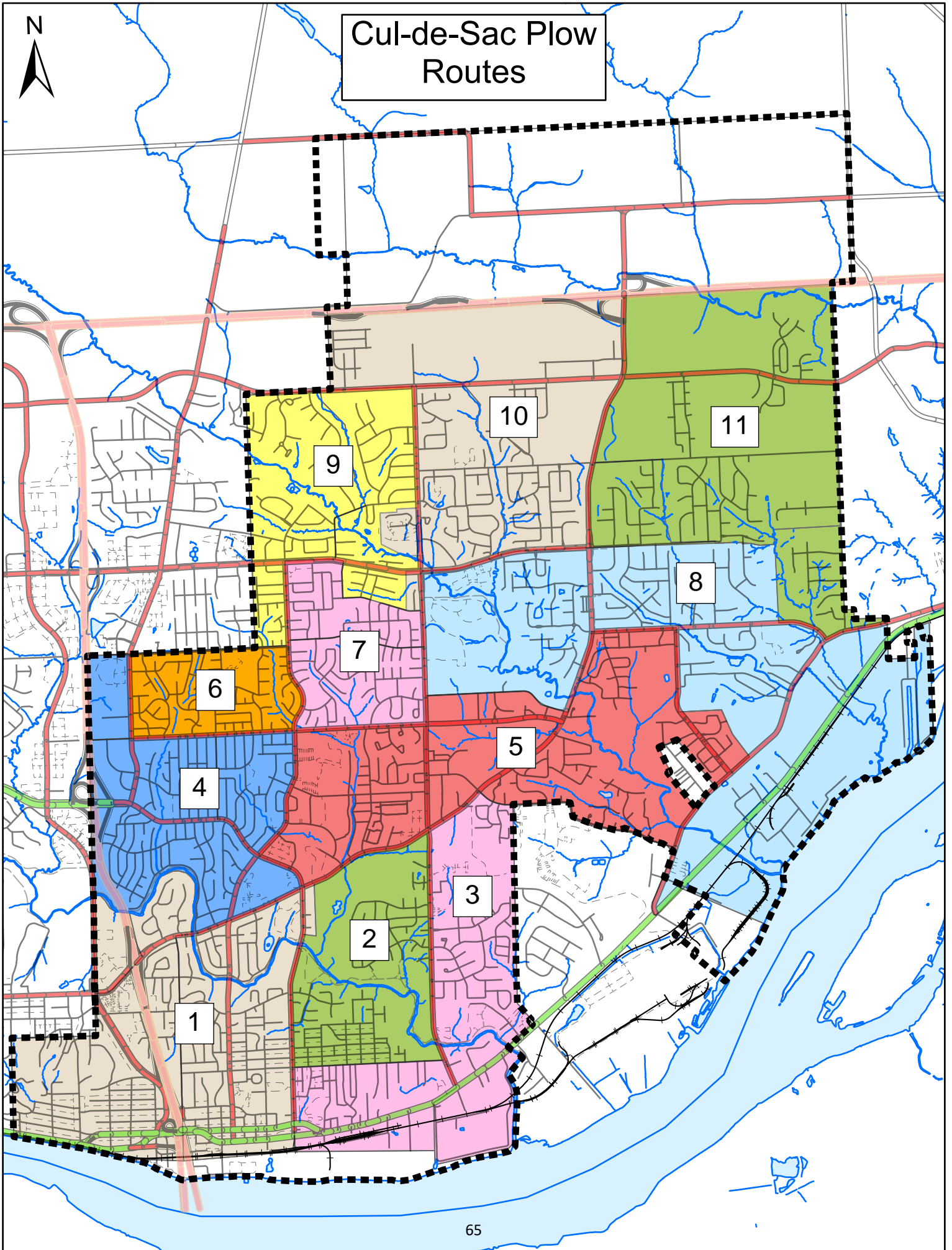
# CUL-DE-SAC CREW ROUTE MAPS

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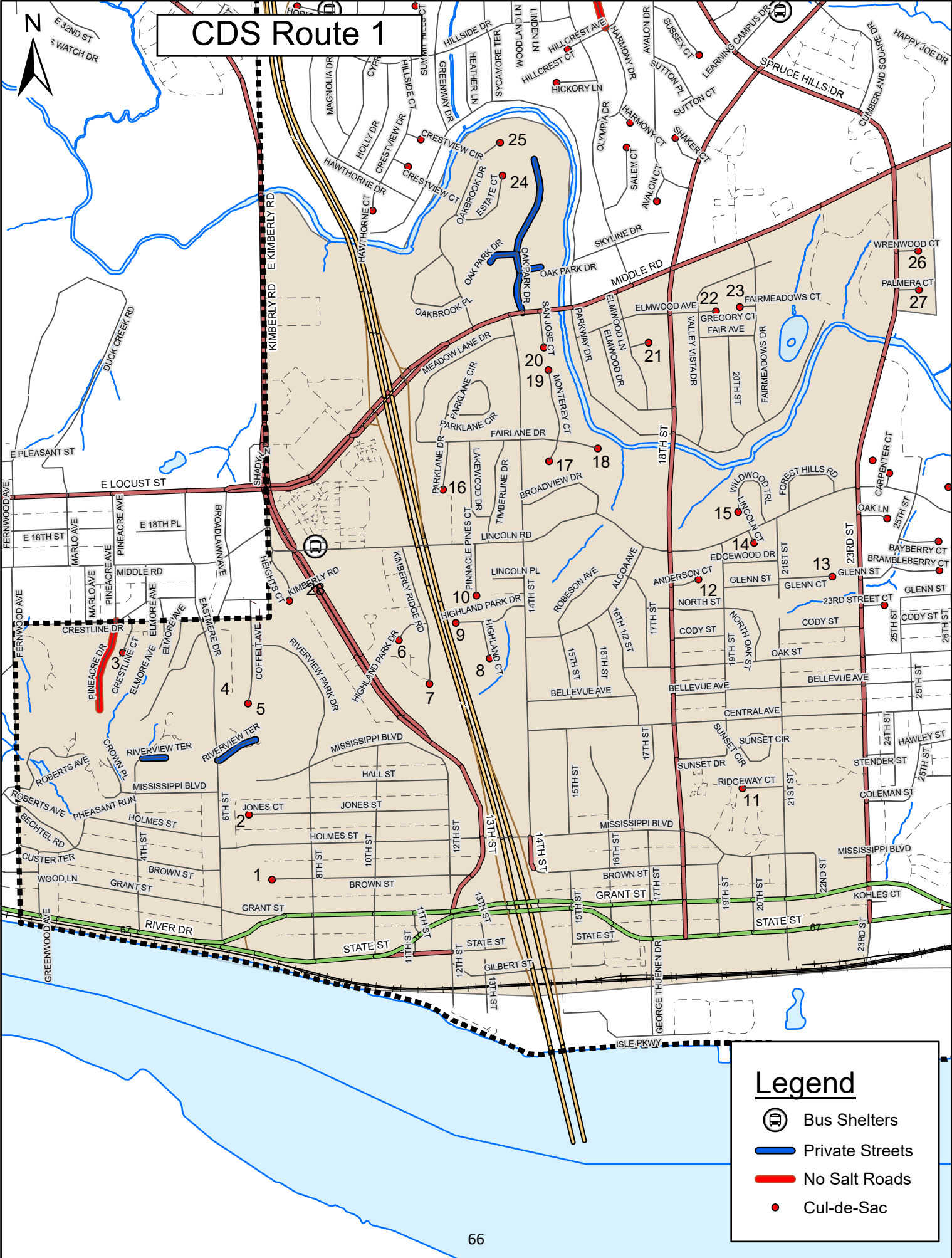








# Cul-de-Sac Plow Routes



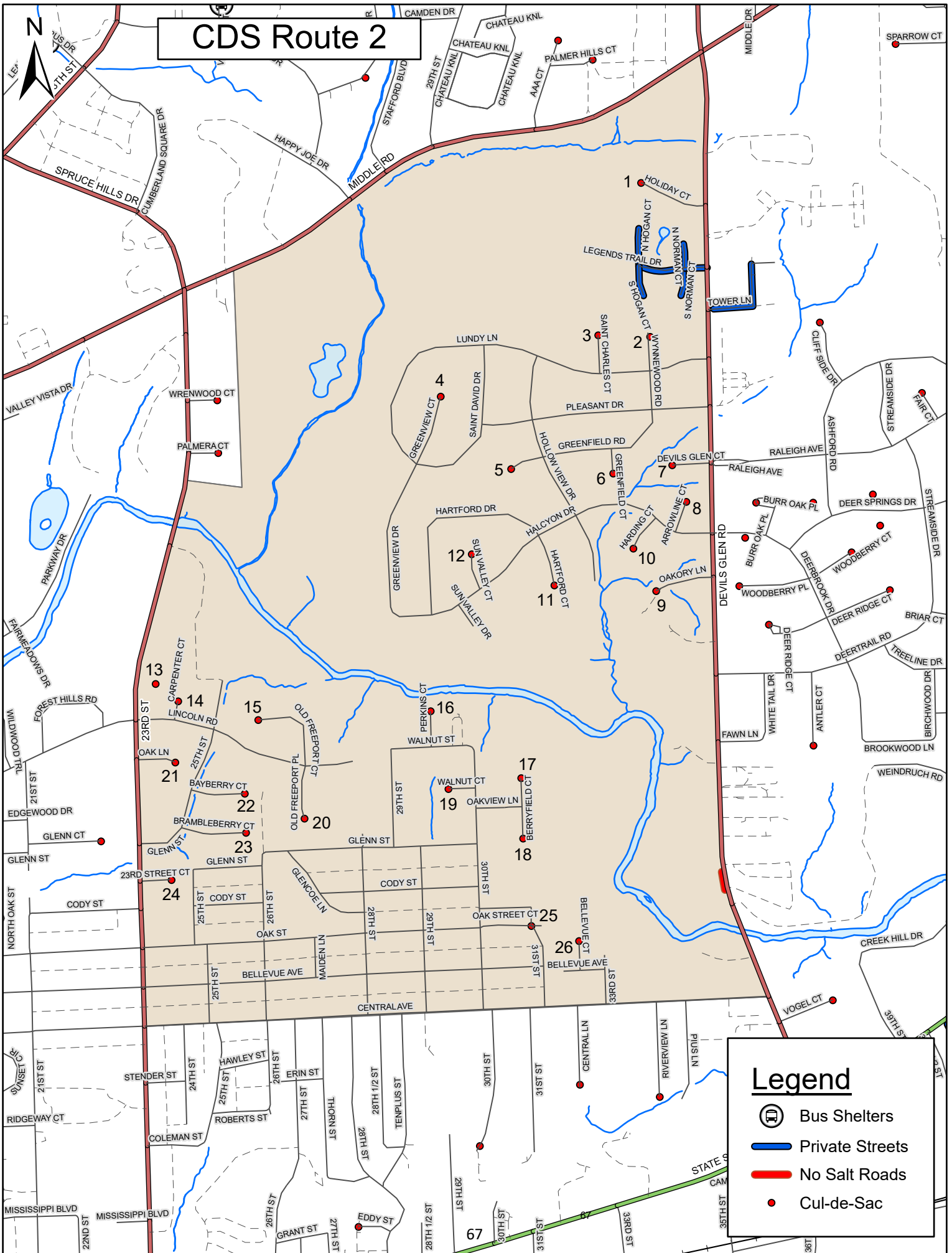
# CDS Route 1







## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

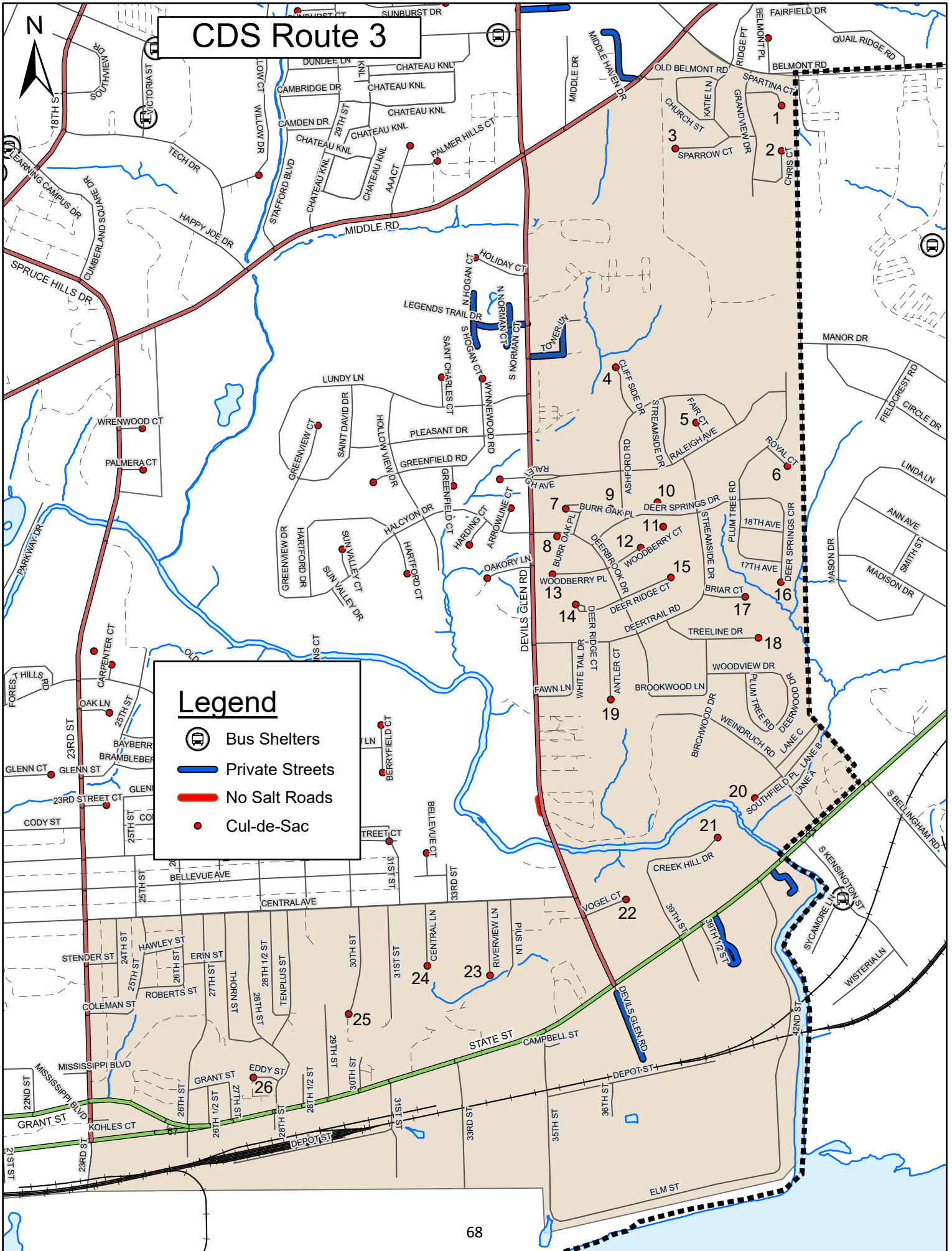
# CDS Route 2





## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

# CDS Route 3







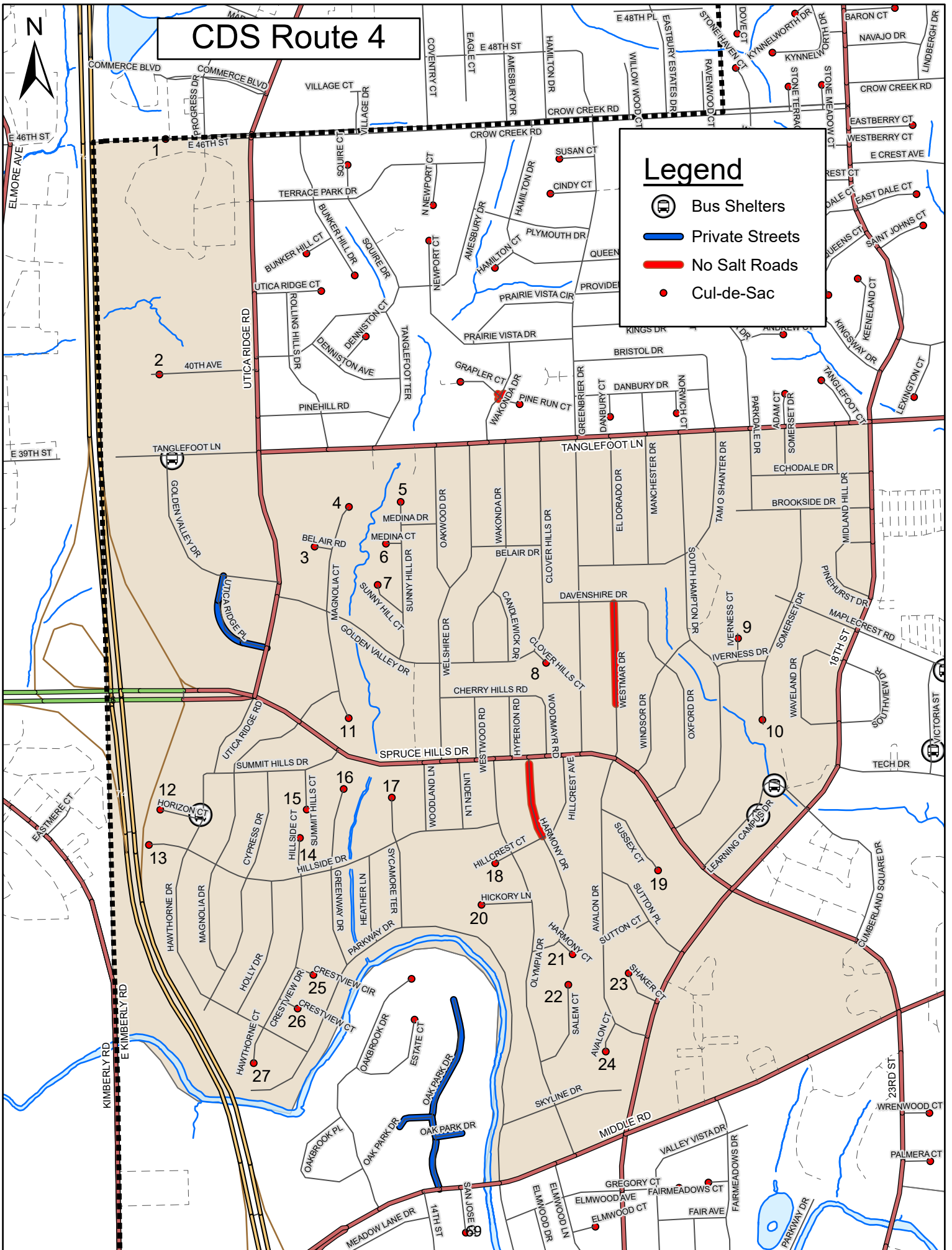
## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

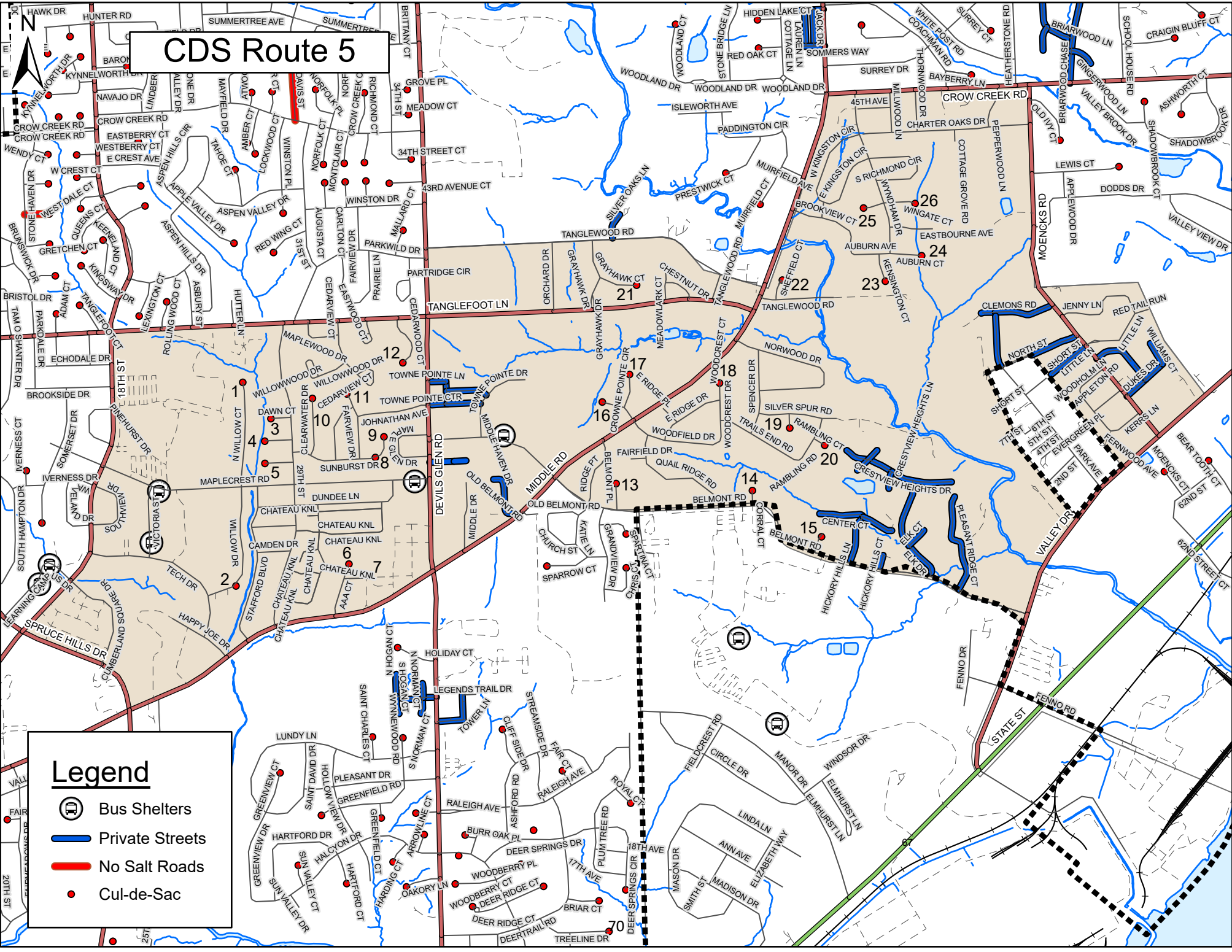
# CDS Route 4

## Legend

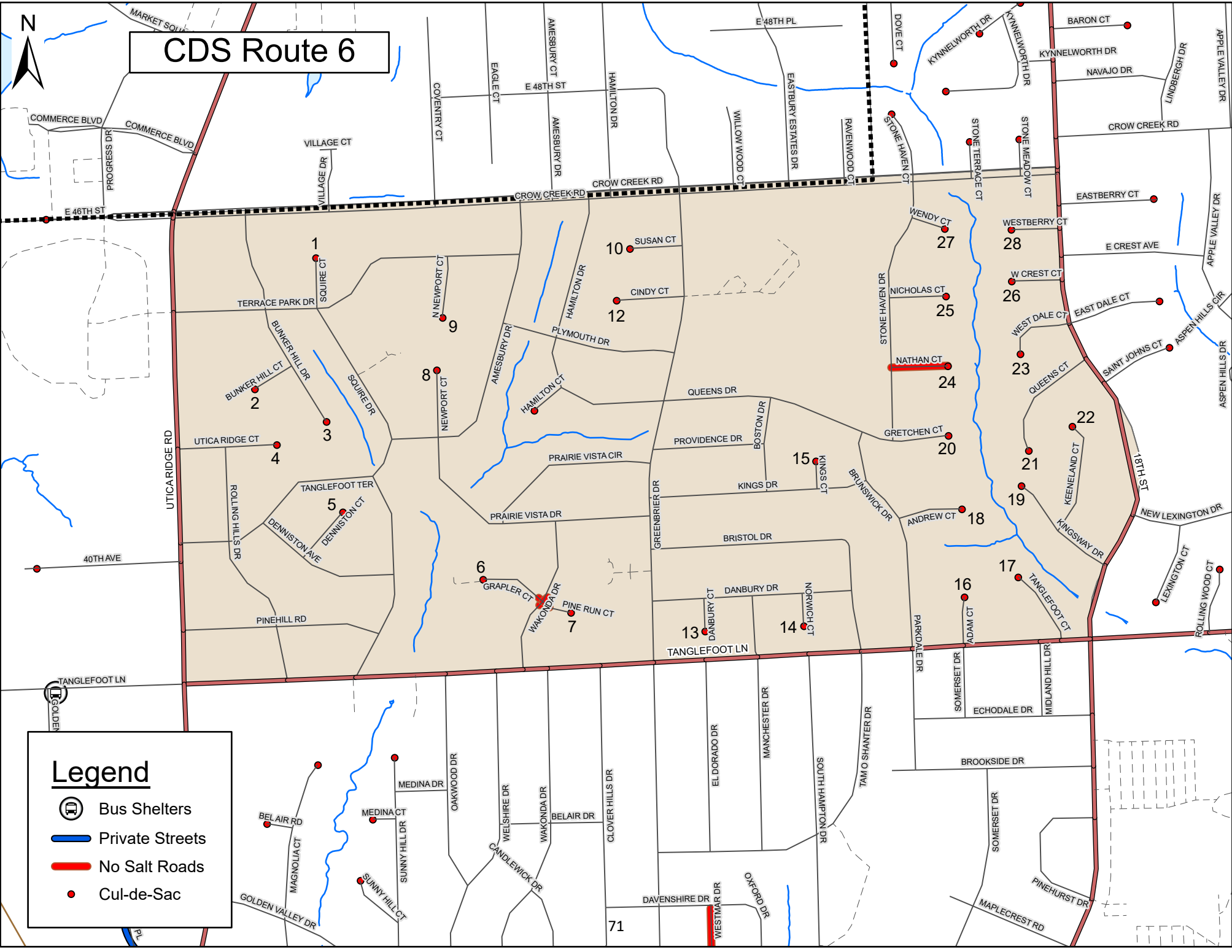
-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac



# CDS Route 5



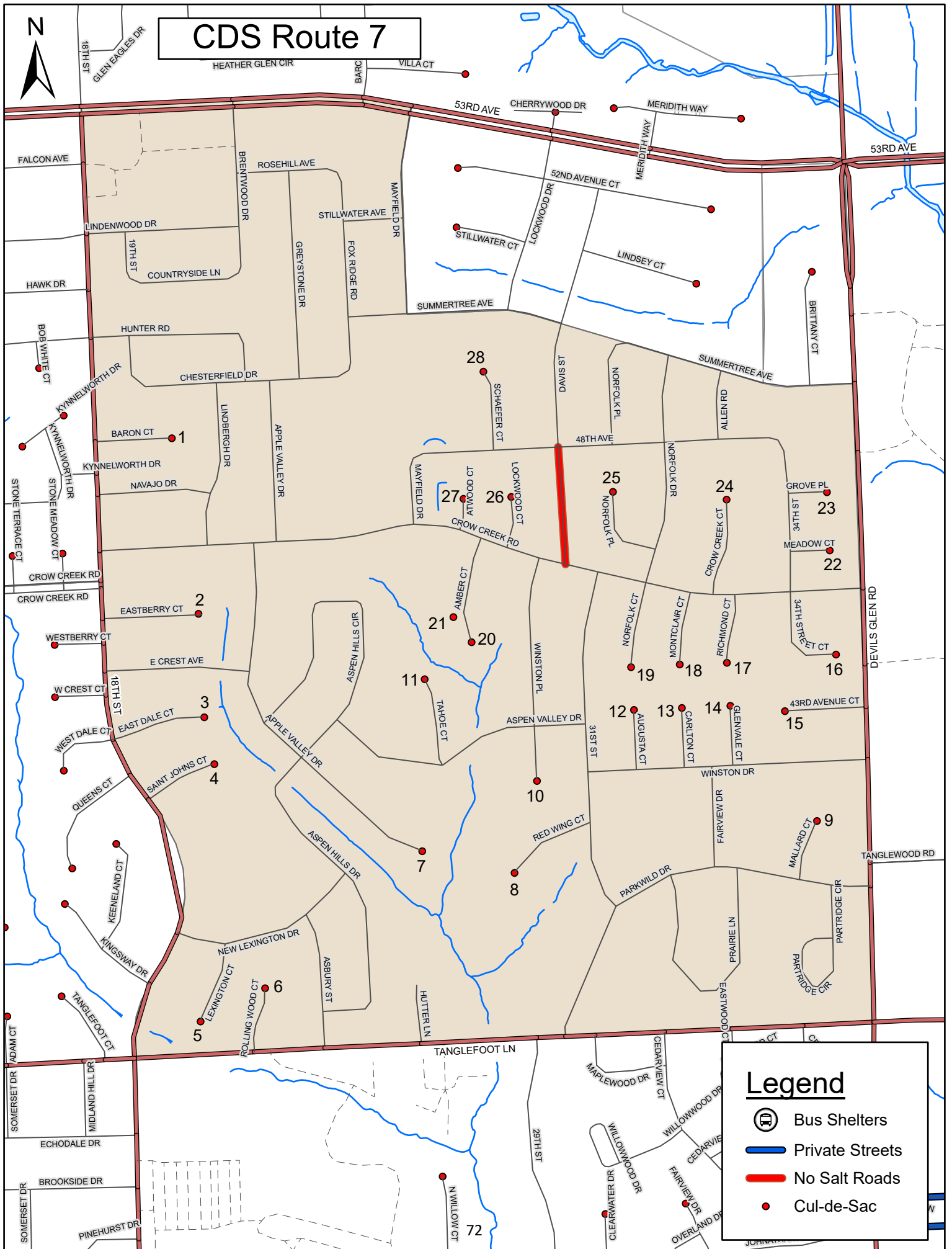
# CDS Route 6



### Legend

- Bus Shelters
- Private Streets
- No Salt Roads
- Cul-de-Sac

# CDS Route 7

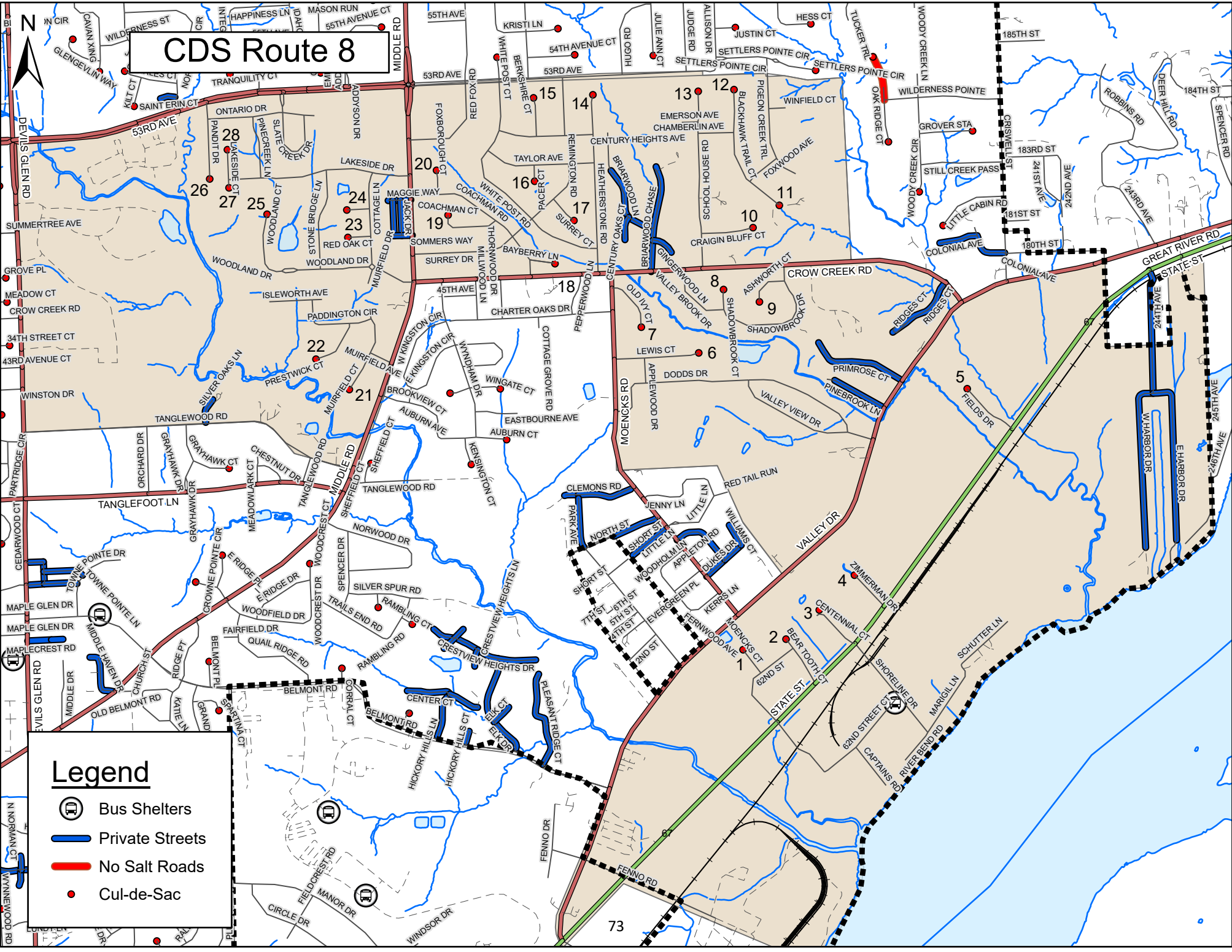


## Legend





-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac



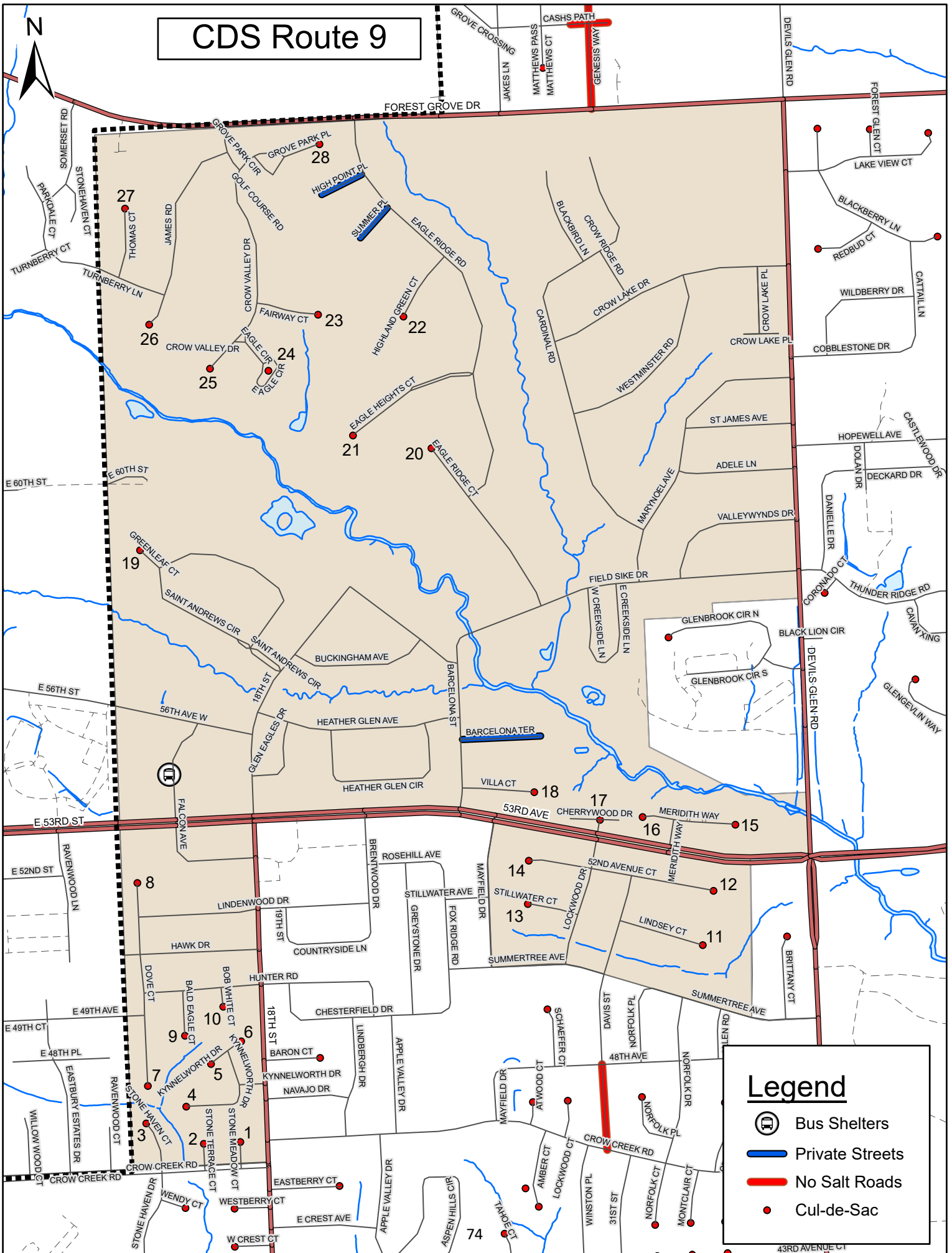
# CDS Route 8







## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

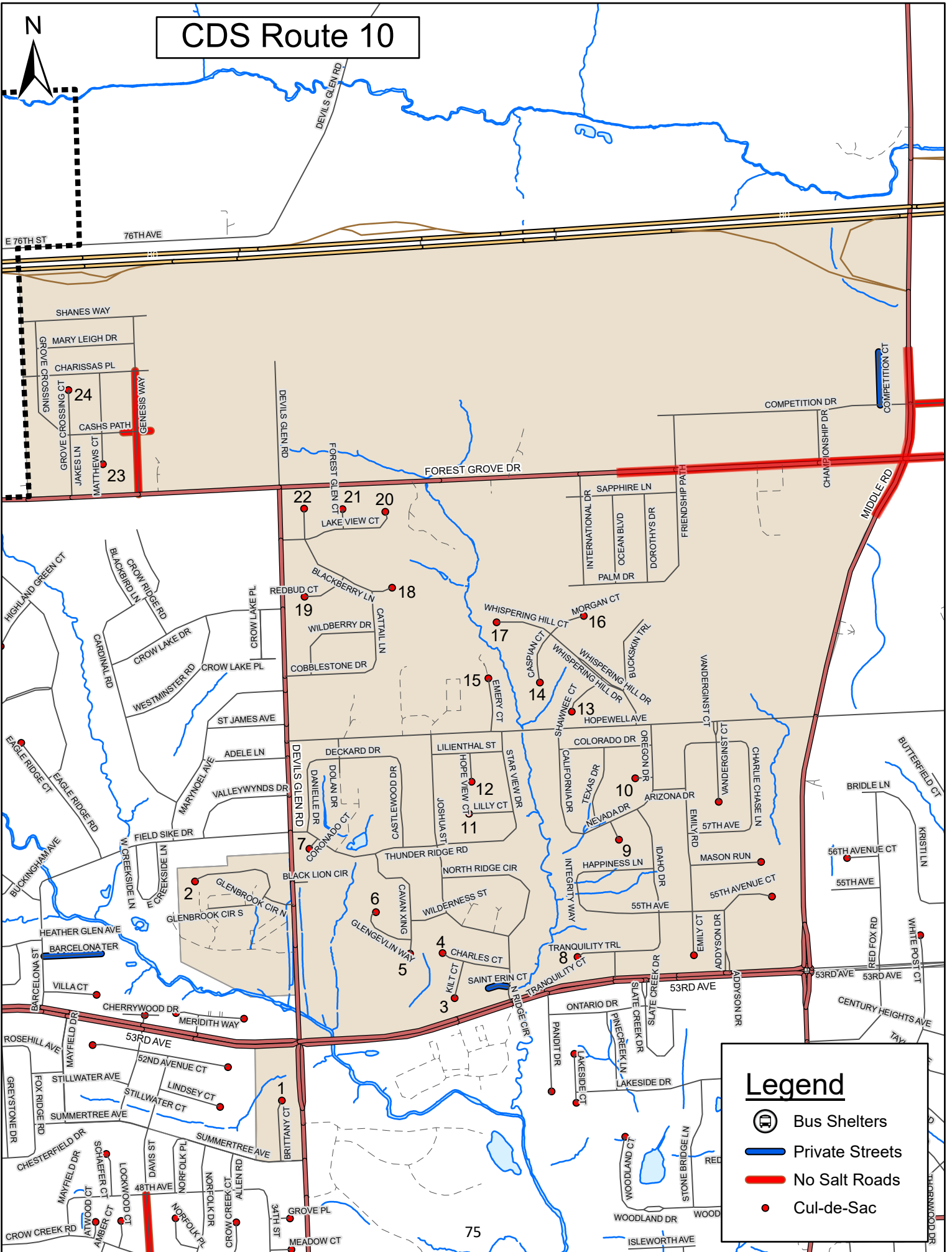
# CDS Route 9



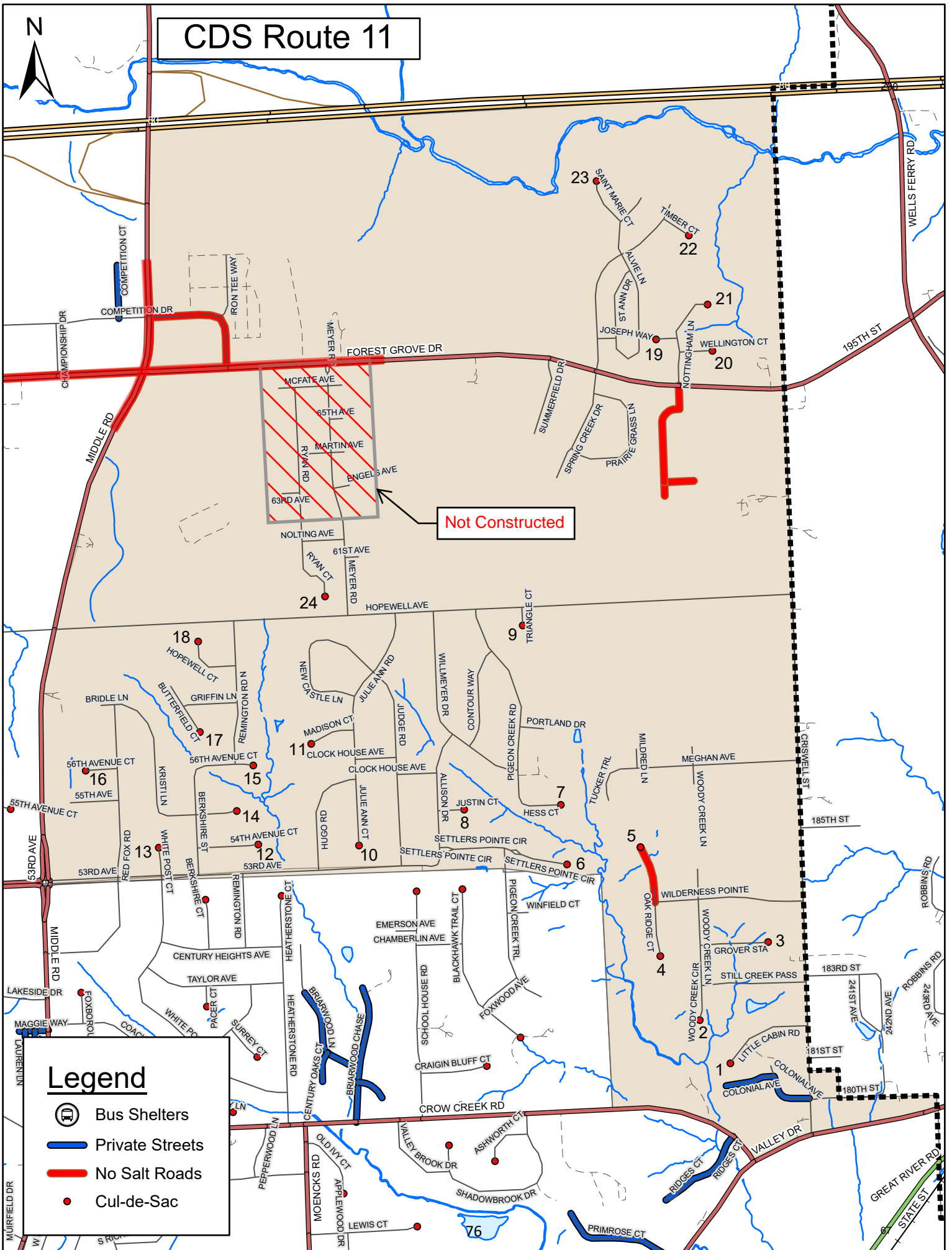
## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

# CDS Route 10



# CDS Route 11



Not Constructed

## Legend

-  Bus Shelters
-  Private Streets
-  No Salt Roads
-  Cul-de-Sac

**PARK MAINTENANCE CREW  
CONTACT INFORMATION  
AND ASSIGNMENTS**

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## Parks Maintenance Crew Contact Information (2023-2024)

Name	Truck No.	Tractor No.	Cell Phone No.
Jason Manfull	2106 (no spreader)		██████████
Paul Debruyn	2310 (no spreader)		██████████
Bob Mess	1419 (w/spreader)		██████████
Greg Samms	1627 (w/spreader)		██████████
William Rashid	<i>Assigned to a Large Plow Truck Route</i>		
Justin White	<i>Assigned to a Large Plow Truck Route</i>		
Rob Benson	<i>Assigned to a Large Plow Truck Route</i>		
Andrew Thompson (PT)	2311 (no spreader)		██████████
Mike Carroll (PT)	1816 (w/trailer)	1717	██████████
Dominic Bates (PT)	2105 (w/trailer)	1723	██████████
Charles Green ( <i>Fill-in as needed</i> )	2313 (no spreader)		██████████

PT= 29 hr. Part-Time Employee, Year Round

S= Seasonal Employee

### Trucks to Golf Maintenance

1421 (no spreader)

1405 (no spreader)

1207 (w/spreader)

## 2023-2024 Parks Maintenance Crew Assignments

Paul DeBruyn	Greg Samms
All Trails identified in <b>Red</b> on Trails Map	All Trails identified in dashed <b>Purple</b> on Map
Middle Rd. Trail from Fitness Center to 18th St.	Community Center Sidewalks & Parking Lot
Community Center Sidewalks & Parking Lot	City Hall Sidewalks & Parking Lot
City Hall Sidewalks & Parking Lot	Edgewood Park Parking Lot
Leach Park Parking Lot	Veterans Memorial Park Parking Lot (West Side)
Middle Park Lagoon Bathroom (Shovel Sidewalk)	Veterans Memorial Park Parking Lots (East)
Hollowview Parking Lot	Middle Park Roads
Bush Overlook Parking Lot off of Elm St.	Devils Glen Park Roads
*Finish at Crow Creek Park (Trails & Dog Park Gate)	*Finish @ Crow Creek Park (Roads)
Two (2) Public Parking Lots Downtown	
<b>I-74 Pedestrian Trail from Bettendorf to Moline</b>	
Bob Mess	Andrew Thompson
All Trails identified in <b>Blue</b> on the Trails Map	All Trails identified in dashed <b>Green</b> on Map
Surrey Heights Fire Station Sidewalks & Parking Lot	Spruce Hills Fire Station Sidewalks & Parking Lot
MaLamarrah Park Parking Lot	Learning Campus Parking Lot (Assist Golf Course)
Pleasant Valley Fire Station Parking Lot	Kiwanis Park Parking Lot
Pigeon Creek Park Parking Lot	Ed Scheck Park Parking Lot
Eagles Landing Parking Lot	Field Sike Park Parking Lot
*Finish @ Crow Creek Park (Roads)	Forest Grove Park Parking Lot
	<b>Trails on Forest Grove Dr. by TBK Sports Complex (See Map)</b>
	*Finish @ Crow Creek Park
Dominic Bates (Ventrac Tractor)	Mike Carroll (Ventrac Tractor)
18th St. Bridge Sidewalks over Duck Creek (Both Sides)	Learning Campus Sidewalks
George Thuenen Bridge (East Side)	Hoover Park Sidewalks
Community Center Sidewalks	Kiwanis Park Sidewalks
Marth's Point Sidewalks	Crow Creek Rd. median @ 18th St. & Covinton Ct.
Meier Park Sidewalks	18th St. & Tanglefoot LN- NE Corner Sidewalks
McManus Park Sidewalks	Middle Park- 23rd St. Bridge Sidewalks
26th St. Point Sidewalks (Int. of State St. & Grant St.)	25th St. path connection
Lincoln Park Sidewalks	Middle Rd. under I-74/ Skyline Dr.
Wessel Park	18th St. & Middle Rd. Sidewalks
State St. Bridge Sidewalks over Duck Creek	Kimberly Rd. Bridge over Duck Creek (East Side)
Devils Glen Bridge Sidewalks over Duck Creek	Ed Scheck Park Sidewalks
Lincoln Rd. Bridge Sidewalks over I-74 (Both Sides)	Middle Rd. - both sides
Edgewood Park Sidewalks	Golden Valley
Hollowview Park Sidewalks	Crow Creek Rd. & 18th St. Sidewalk
Devils Glen Bridge Sidewalks over Crow Creek	*Finish @ Crow Creek Park Sidewalks and Trails
Field Sike Park Sidewalks	
Forest Grove Park outer Sidewalks	
53rd St. @ Hugo Rd. Sidewalk (North side only)	
Friendship Park Siewalks	
Surrey Heights Fire Station Sidewalks	

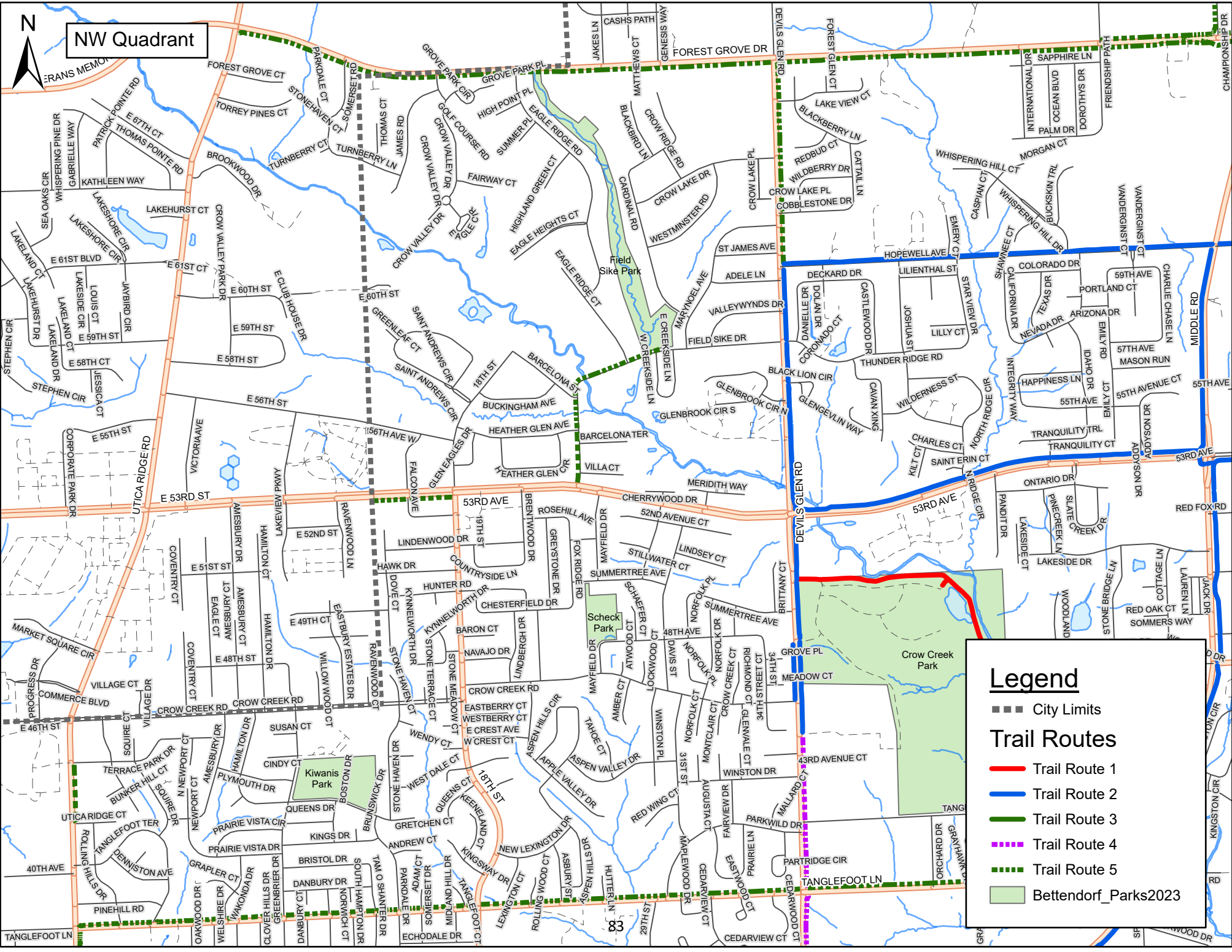


# TRAIL PLOW MAPS

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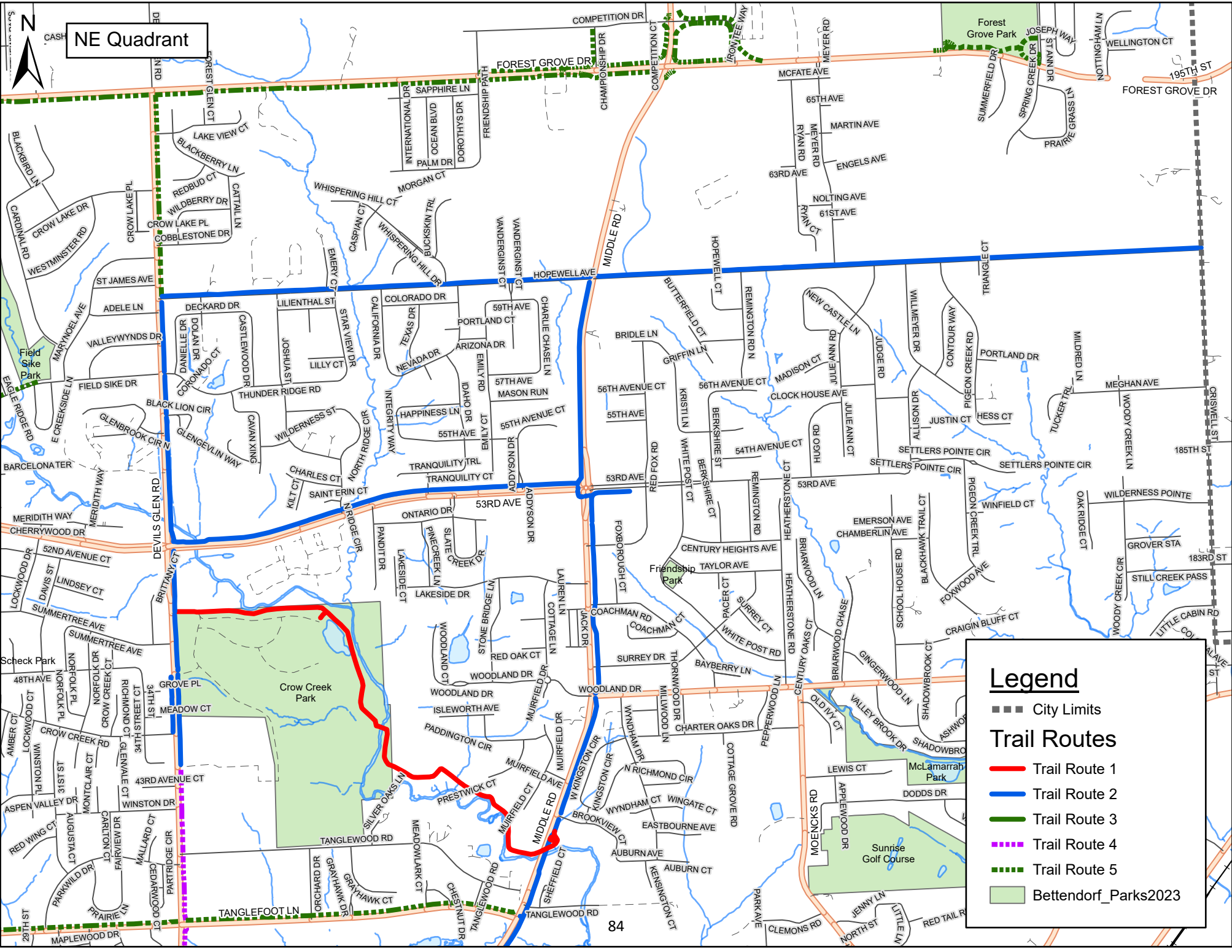
NW Quadrant



### Legend

- ■ ■ City Limits
- Trail Route 1
- Trail Route 2
- Trail Route 3
- Trail Route 4
- Trail Route 5
- Bettendorf\_Parks2023

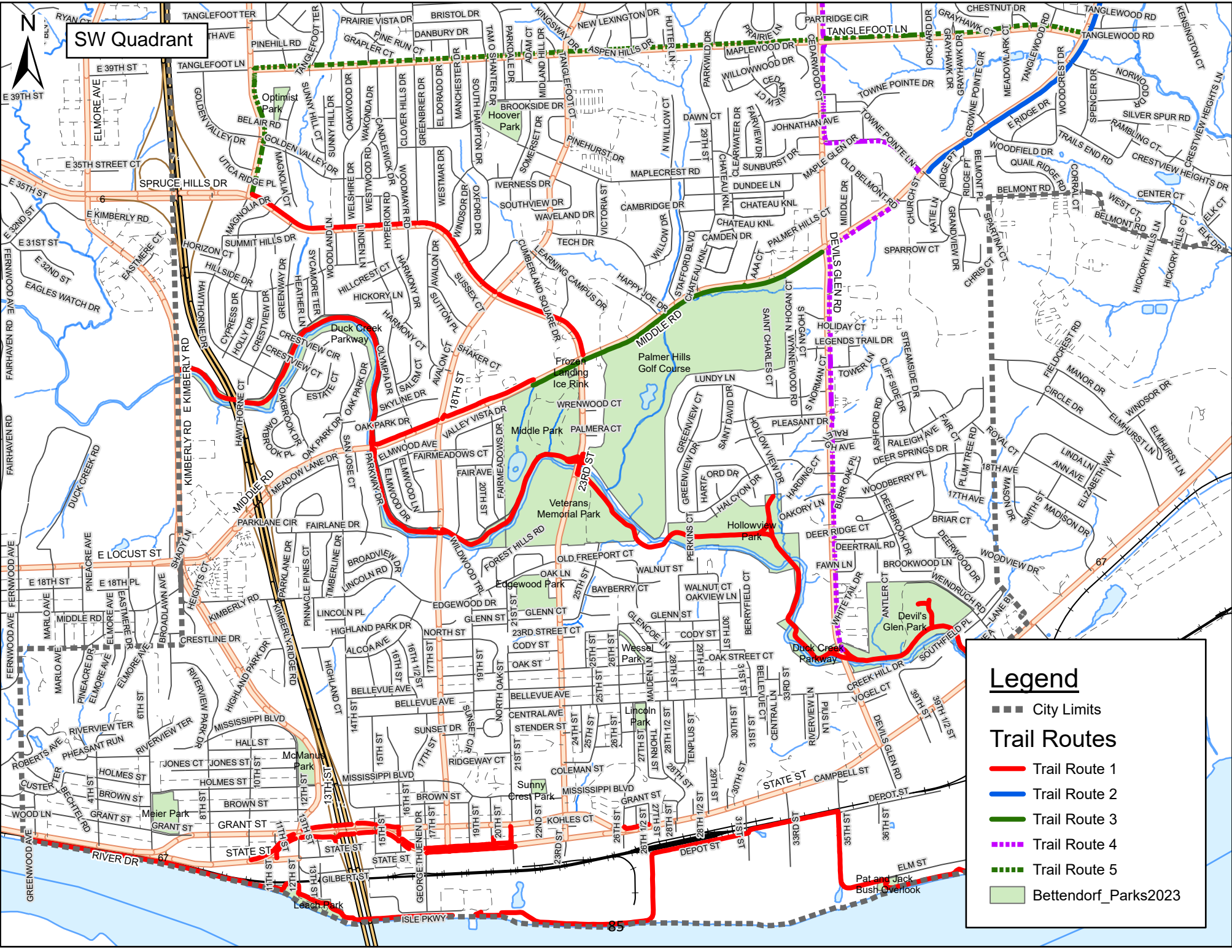
# NE Quadrant



### Legend

- City Limits
- Trail Route 1
- Trail Route 2
- Trail Route 3
- Trail Route 4
- Trail Route 5
- Bettendorf\_Parks2023

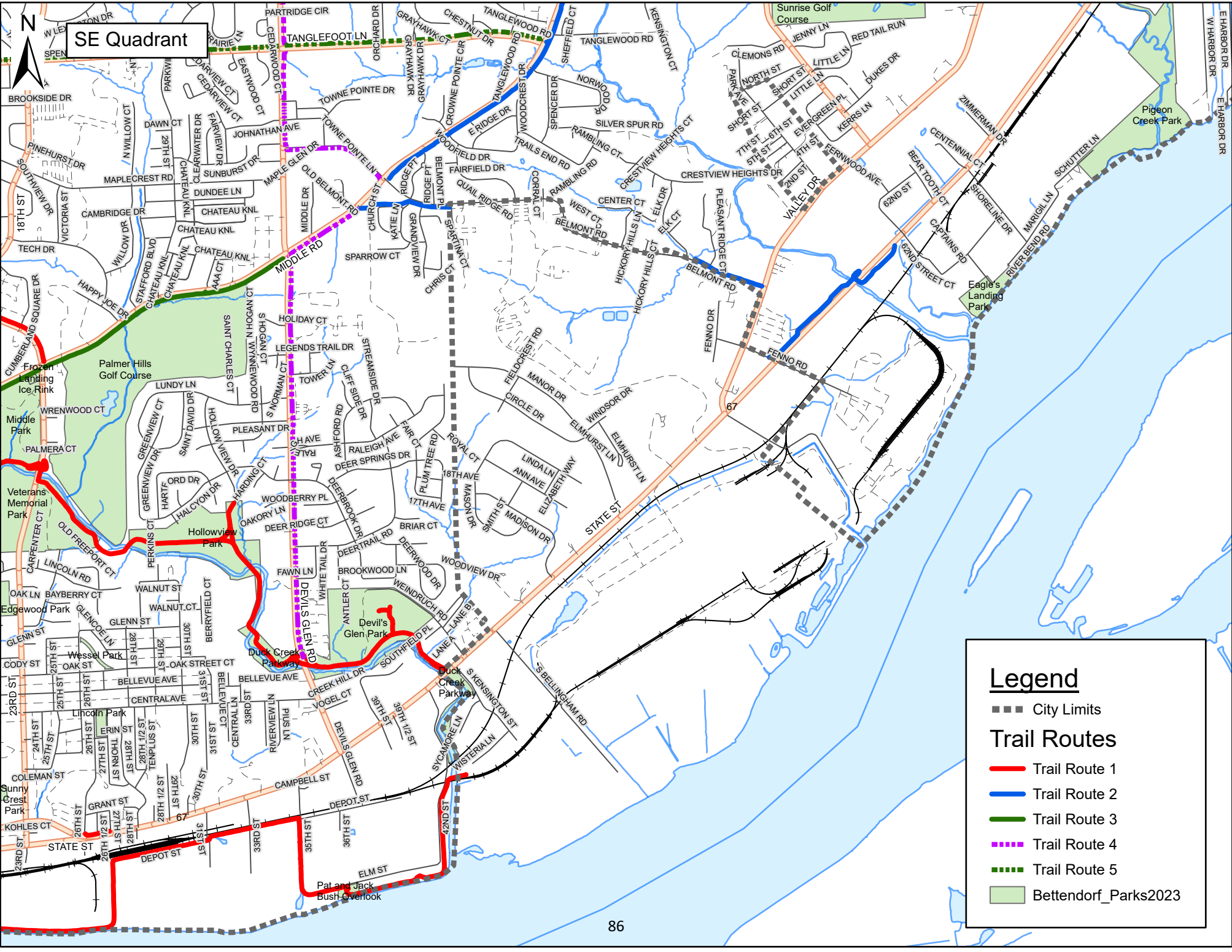
# SW Quadrant



### Legend

- City Limits
- Trail Route 1
- Trail Route 2
- Trail Route 3
- Trail Route 4
- Trail Route 5
- Bettendorf\_Parks2023

# SE Quadrant



## Legend

- City Limits
- Trail Route 1
- Trail Route 2
- Trail Route 3
- Trail Route 4
- Trail Route 5
- Bettendorf\_Parks2023