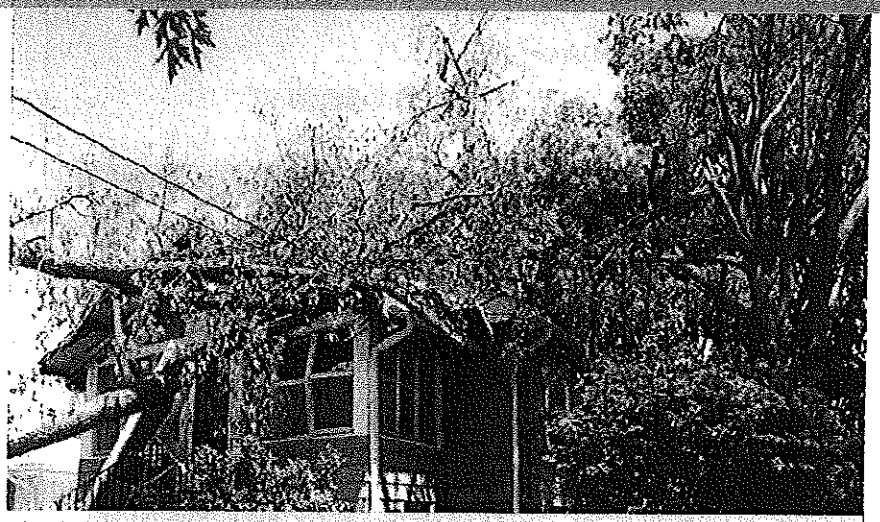


Capital Crossroads | Local Government Collaboration

Vegetative Debris Management Plan Status Report

Oct. 9, 2013

DEBRIS MANAGEMENT COMMITTEE MEMBERS

Jon Davis	Polk County Emergency Management
Bret Hodne	West Des Moines
Tim Hoskins	Norwalk
Pat Kozitza	Des Moines
Rhonda O'Connor	Metro Waste Authority
Jason Van Ausdall	Windsor Heights
Bart Weller	Clive

Our Proposed Regional Plan

Allows for Flexibility & Path for Consistency

Features of the Plan	Why It's Important
Creates a standard damage assessment using the U.S. National Grid	*Permits targeting services based on areas with specific degrees of damage*
Allows for alternatives based on degree of damage: Minor; Major; Destroyed	*Allows cities to provide the level of service they deem necessary*
Meets funding requirements for FEMA declared events	*It's a basic requirement to receive FEMA funding*
Becomes a framework for responding to property owner inquiries regarding service levels following a storm event	*Provides tool for city staff and council to consistently respond to property owner inquiries*

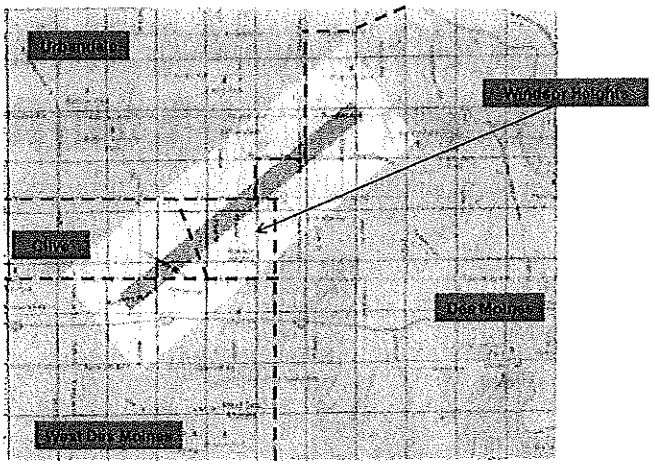
Damage Assessment

Determines Location & Degree

Minor

Major

Destroyed



Range of Services Based on Degree of Damage

TREE DAMAGE ASSESSMENT = **Minor**

- Vegetative debris considered minor in size and quantity.
- Leaning or fallen trees, small branches are broken or dead.

Routine Curbside Collection: Instruct private property owners to place vegetative debris at the curb and use routine yard waste collection procedures (brush bundles, bags, stickers and carts all may be used).*

City Drop-Offs: Instruct private property owners to use city-specified drop-off locations, where proof of residency is required, if more expedient cleanup is desired.

Yard Waste Drop-Off: Instruct private property owners that debris can be taken to Metro Park East year-round, if more expedient cleanup is desired.**

Contracting: Private property owners may hire their own private contractors.***

Range of Services Based on Degree of Damage

TREE DAMAGE ASSESSMENT = **Major**

- Vegetative debris considered major in size and quantity.
- Large limbs broken.
- Trees with most of canopy damaged.
- Lower trunk is cracked or broken.
- Large stem has been split from tree.

Routine Curbside Collection: Instruct private property owners to place vegetative debris at the curb and use routine yard waste collection procedures (brush bundles, bags, stickers and carts all may be used).*

City Drop-Offs: Instruct private property owners to use city-specified drop-off locations, where proof of residency is required, if more expedient cleanup is desired.

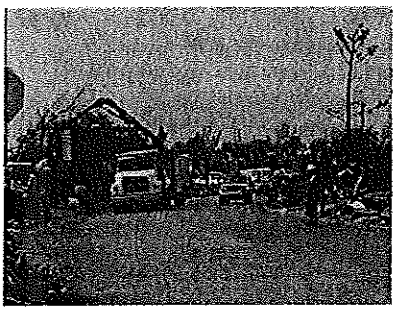
Yard Waste Drop-Off: Instruct private property owners that debris can be taken to Metro Park East year-round, if more expedient cleanup is desired.**

Curbside Assistance: Cities may assist with collection at the curb.

Contracting: Private property owners may hire their own private contractors.***

Range of Services Based on Degree of Damage

TREE DAMAGE ASSESSMENT = Destroyed



- Vegetative debris considered major in size and quantity.
- Tree leaning towards a target.
- Major roots are broken, unsafe.
- Major roots severed or broken.

Routine Curbside Collection: Instruct private property owners to place vegetative debris at the curb and use routine yard waste collection procedures (brush bundles, bags, stickers and carts all may be used).*

City Drop-Offs: Instruct private property owners to use city-specified drop-off locations, where proof of residency is required, if more expedient cleanup is desired.

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Curbside Assistance: Cities may assist with collection at the curb.

Contracting: Private property owners may hire their own private contractors.***

Future Considerations

$$$

Emergency/Contingency Funding

Cities may use contingency funds to cover costs when it is decided to waive fees for collection or drop-off locations.

✓

FEMA Review

Upon review of this plan, FEMA may elect not to fund debris events if routine collection is provided at no charge for minor and some major events.

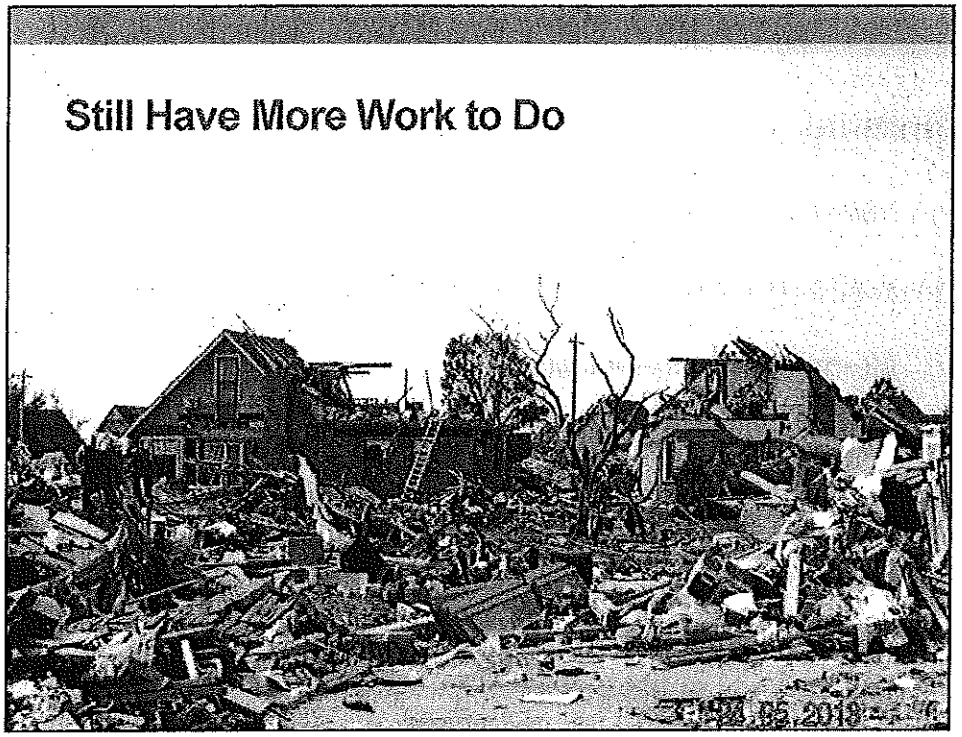
Summary

- *Permits for targeted services*
- *Acknowledges alternative service levels may prevail*
- *Meets basic FEMA requirements*
- *Provides a framework for communicating service levels*

Next Steps

- *To address other forms of debris management (i.e. white goods, trash, etc.)*
- *Develop regional training for damage assessment, safety training, cost accounting*
- *Facilitate development of operational plans at local level*
- *Continue coordination efforts among metropolitan communities on debris management*

Still Have More Work to Do



Call To Action

City Managers to work with each Capital Crossroads Team to scheduled workshops with City Councils to present plans.

UNIFIED CODE TEAM

Don Cox	WDM
John TeKippe	DSM
Jim Sanders	Johnston
Clint Robinson	Waukee
Jonathan Lund	DSM

Select Best Solution(s)

1. To recommend a standard metro model fire code.
   - Develop and recommend a standard metro model fire code
   - Create a library of current codes across metro
2. Establish a code official consortium
3. Creating a review cycle for most current code adoption
4. Deliver a common message to elected officials

Potential Benefits

- Consistency in adoption, interpretation, and enforcement
- More efficient use of staff time
- Elimination of the perceived competitive disadvantage due to code differences
- Stronger support network for code officials/inspectors

Key Findings

- Southern Nevada's Example
  - Consortium allows for multiple municipalities to adopt codes at the same time with the same amendments
  - All codes (mechanical, building, fire, electrical, etc.) must be involved and participating for success
  - Contractor/Key Stakeholder input through a board made up of:
    - Building and Fire officials
    - Homebuilders
    - Engineers/Designers
    - Other stakeholders

Implementation Plan/Next Steps

Start with 2015 International Codes

1. Establish a Metro Code Official Consortium in 2013
2. Establish consortium code review calendar

   2015

   Mar.-Oct. discuss code changes

   Oct.-Dec. code officials draft model code

   2016

   Jan. put draft out for review

   Mar.-May schedule workshops & public hearings

   May-Jun. present to council for adoption of changes

   July 1 effective date
3. Work with City Managers to schedule City Council Workshops

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OFFICER DEVELOPMENT & TRAINING TEAM

Chris Cross	Windsor Heights
Dustin Huston	Norwalk
Rex Mundt	Ankeny
Rick Roe	Clive

Problem

- Officer development training is lacking and with like or no clearly defined path
- Lack of depth, and consistency, in officer training exists between area fire departments
- Paid On-call vs. Full-time expectation -
- Individual time to develop a quality training program

Select Best Solution

- Post SME's, topics, course description, contact information, hours on Polk County Fire Chief Website
  - On-going aid for individual programs, but not as an overall career path tool
- Continue to develop SME's to support the current & proposed training programs
  - SME's are beneficial for specialized training topics, but can be overly used
- Develop model Officer Certification Career Pathway
  - IFSTB – Iowa Fire Service Training Bureau
  - DMACC
  - Fire Chiefs/Departments
  - NFA – National Fire Academy

Career Pathway

Officer Development Career Pathway

Prerequisites:
- All NIMS 800, 700,100,200
- Firefighter II
- Microsoft Office/Kuvi/Adobe (PowerPoint, Word, Excel)

Front Line Supervisor* (18 Contact Hours)	Mid-Level Officer* Front Line Supervisor Certificate required	Senior Level Officer* Mid-Level Officer Certificate required
Strategy and Tactics (4)	Basic Accounting/Budgeting	Fire Officer 3 *(In development)*
Fire Instructor 1 Fire Officer 1	NIMS 300 Fire Officer 2	Executive Development Electives (NFA) NIMS 400
Leadership 1 Company Firefighter Safety/Survival	Fiscal Management and Decision Making (NFA) Leadership: Personal	Center for Public Safety Excellence (CFO, CTO etc.)/EFO Fire Officer 4 *(In development)*
PIO/Media and Communications	Leadership: Supervisory	Bachelor's Degree

*Due to numerous variations of position titles, duties and responsibilities it shall be the responsibility of the Chief or department to determine the application of this pathway to their department.

Perceived Benefits

- Structured training and pathway provided locally within Polk County, and eventually throughout the state of Iowa
  - IFSTB has committed to providing "Front Line Supervisor" training within the county on an annual basis. DMACC may also duplicate training within their degree program. Student's option
- Collaboration between metro cities, DMACC, FSTB to provide needed training
- Provides clarity and direction for a fire service career in the metro area
- Provides both "certificate based" and "degree based" path
- Improves applicant pool

Implementation Plan/Next Steps

- Draft plan review:
  - Step I: Presentation to Polk County Fire Chiefs, (9/13)
  - Step II: Presentation to Metro Fire Chiefs (10/13)
    - Resulted in recommendation to conduct an Fire Chief /Training Officer group session to further explore program content and answer questions
  - Step III: Presentation to City Managers (10/9/13): Define issue, demonstrate progress, seek support for area Fire Chiefs
  - Step IV: DMACC representative will prepare spread sheet showing potential transfer credit value from existing fire officer training
  - Rollout/Implementation:
    - Seek formal endorsement of final program by Polk County Fire Chiefs
    - Prepare and distribute materials and website for all fire departments
    - Informational Sessions
      - One or more offerings in the county for interested fire officers and firefighters
  - DMACC/IFSTB/Fire Chief committee formalize content of Mid-level

Call to Action

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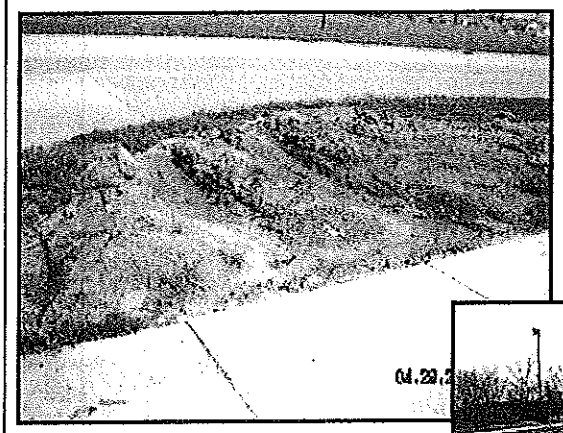
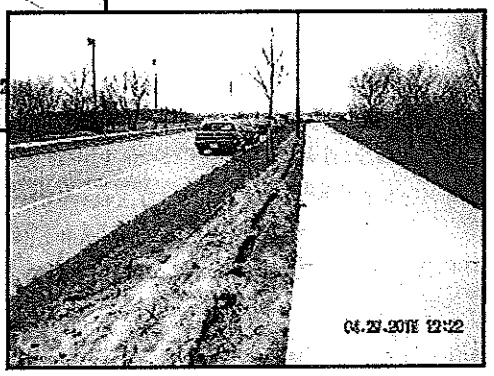
RIGHT OF WAY TEAM

Dave Cubit	Johnson
Greg Sparks	West Des Moines
David McKay	Urbandale
Paul Moritz	Ankeny
Vern Willey	Altoona
Jen Dakovich	Des Moines

Problem

- Different rules and regulations across metro
- Not moving utilities in a timely manner (utility companies)
- Unclear definition between utility maintenance and utility construction
- Variation of definitions between utility companies and cities
- Demand for additional private space in public ROW
- Poor and un-timely surface restoration*
- Weak language in franchise agreement between city and utilities
- Utility Co. Employee changes/turnover-have to submit multiple request often a year in advance



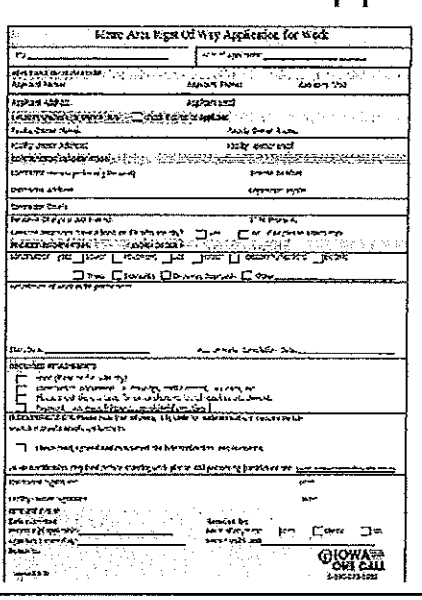


Best Solution Implementation

Develop metro wide standard ROW application

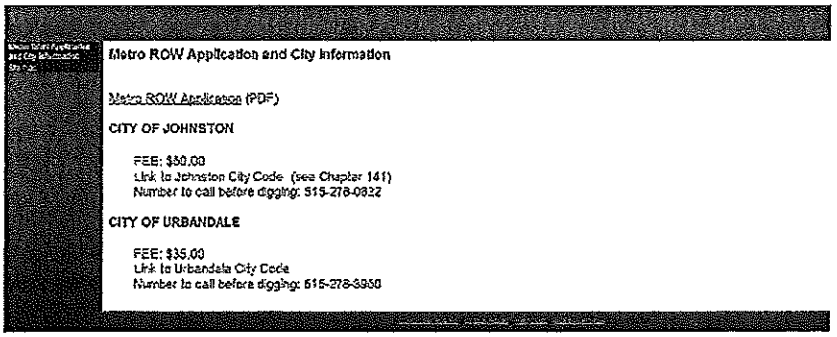
- Create an electronic, fillable form with workable links
- Cities would add specific information
  - Links to Ordinances
  - Contacts
  - Fees
- Form is hosted on MPO website with links to City specific information
- Recommended that MPO oversee any modifications to the form
- Pilot form with Johnston and Urbandale (Oct 2013)
- Present at City Council Workshops (Dec 2013)
- Launch metro use (1st Qtr 2014)

DRAFT Metro ROW Application



Metro ROW Webpage Example

Metro ROW Application and City Information



Metro ROW Application and City Information

Metro ROW Application (PDF)

CITY OF JOHNSTON

FEE: $50.00
Link to Johnston City Code (see Chapter 141)
Number to call before digging: 515-278-0822

CITY OF URBANDALE

FEE: $35.00
Link to Urbandale City Code
Number to call before digging: 515-278-3950

Future Issues to Address

- Standard fees for all ROW permits
- Standard bonding and insurance requirements
- Standard surface restoration process
- Standard public notification procedures
- Model Franchise Agreement

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Metro Area Right Of Way Application for Work

City:_____ | Date of Application:_____

APPLICANT INFORMATION

Applicant Name: | Applicant Phone: | Applicant FAX:

Applicant Address: | Applicant Email:

FACILITY OWNER INFORMATION ☐ **Check if same as applicant**

Facility Owner Name: | Facility Owner Phone:

Facility Owner Address: | Facility Owner Email:

CONTRACTOR INFORMATION

Contractor (Person performing the work): | License Number:

Contractor Address: | Contractor Phone:

Contractor Email:

Person in Charge of Job (name): | 24 hr Phone #:

Does the contractor have a bond on file with the city? ☐ Yes ☐ No If no please attach copy

PROJECT INFORMATION **WORK ORDER #**_____

Construction Type: ☐ Sewer ☐ Pavement ☐ Gas ☐ Water ☐ Telecommunications ☐ Electric

☐ Trees ☐ Sidewalks ☐ Driveway Approach ☐ Other_____

Description of work to be performed:

Start Date:_____ Approximate Completion Date:_____

REQUIRED ATTACHMENTS

- ☐ Bond (if not on file with city)
- ☐ Construction Documents i.e. drawings, traffic control, GIS Plans, etc
- ☐ Please check the city code for comprehensive list of required attachments
- ☐ Payment – see www.linktowebpageofcityinformation

INDEMNIFICATION: Please read the following city code for indemnification requirements- www.linktowebpageofcityinformation

☐ **I have read, agreed and completed the indemnification requirements.**

24 HR Notification required before starting work-please call permitting jursidiction-see www.linktowebpageofcityinformation

Contractor Signature: | Date:

Facility Owner Signature: | Date:

CITY USE ONLY:

Date submitted: _____ Received By: _____

Permit # (if applicable)_____ Form of Payment ☐ Cash ☐ Check ☐ CC

Approval Granted By:_____ Permit Valid Until_____

Remarks:

IOWA ONE CALL

1-800-292-8989

Updated 10/8/13