

RESOLUTION NO. 56-10

A RESOLUTION ADOPTING THE CITY WINTER STORM RESPONSE PLAN

RECITALS:

In order to anticipate and to respond to winter storm emergencies, the City has developed the Winter Storm Response Plan “Plan” or “the Plan.”

The Plan, among other things, states the City’s policies concerning winter storm operations, including storm classifications for deployment of City resources, for building, operation and street closures and for designation of snow routes and snow and ice control operations.

By adoption of the Plan, the City Council may prepare to better identify and mitigate the natural hazards which exist and affect City residents before, during and after a winter storm. Because those hazards present the potential for property damage and the potential for loss of life, it is important that the City prepare a Plan.

The Plan should help reduce or eliminate the City’s vulnerability to winter storm hazards through the creation of a comprehensive process that identifies, as best as can be predicted with the information available, the severity of winter storms and procedures by which to mitigate the associated hazards.

In order to maintain the health, safety and welfare of the citizens, there is adequate justification for the creation and maintenance of the Plan.

Adoption of the Plan, while not mandatory, is encouraged so that City Council, by and through the City Manager and the various departments of the City may implement the Plan to the fullest extent.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION, COLORADO that:

The City Council does hereby approve and adopt, the Winter Storm Response Plan dated November 2010, (“Plan” or “the Plan”) a copy of which is attached to this Resolution.

The City of Grand Junction, by and through the City Manager and the various Departments shall endeavor to fully implement the provisions of the Plan.

To the extent necessary or required the City Council does designate the City Manager as the duly and lawfully empowered authority for purposes of implementation of the Plan.

Passed this 15th day of December, 2010.

/s/ Teresa Coons
President of the City Council

Attest:

/s/ Stephanie Tuin
City Clerk



Winter Storm Response Plan

November 2010

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INTRODUCTION

The purpose of the Winter Storm Response Plan is to provide all personnel who are involved in Snow and Ice removal, and the public a single source of information which clearly defines the City of Grand Junction's policies and procedures in all Snow and Ice operations.

All Snow and Ice control operations are considered emergency in nature due to public safety and economic impacts to the community. Consequently, regardless of the time of day or week, Snow and Ice operations will be accomplished as expeditiously as possible in conjunction with the priorities outlined in this plan.

The Snow and Ice season in Grand Junction can begin as early as November and terminate as late as mid-April. The rate of accumulation of snowfall is affected by atmosphere temperature, pavement temperature, moisture content, wind direction and velocity, and intervals between storms. Each storm is unique, and conditions may vary across the city. Therefore, while this plan tries to cover the major operations during winter storms, it must be recognized that sufficient flexibility within the plan is required in order to respond effectively and efficiently to the various conditions and circumstances as they present themselves during actual storm conditions.

PLAN COMPONENTS

The goal of this Plan is to:

- Ensure essential city services are maintained during winter storms.
- Establish procedures and policies to be followed by each city department, as conditions warrant.
- Ensure all city departments respond in a coordinated manner.
- Establish duties and responsibilities for each city department.

Definitions:

- Snow Classifications
 - Class 1 Storm

This condition represents an accumulation of snow no more than three inches in depth, imminent and/or present icy conditions with temperatures at or below freezing.
 - Class 2 Storm

Weather conditions have deteriorated beyond the Class 1 Storm level to include snow accumulations from 3 to 6 inches, with current and forecasted temperatures at or below freezing.
 - Class 3 Storm

Weather conditions have deteriorated beyond Class 1 and Class 2 levels to include

snow accumulations of more than 6 inches with current and forecasted temperatures at or below freezing.

- Winter Storm Emergency

Snow and Ice conditions have deteriorated to the point that vital community services have been severely impacted. The City Manager or designee has declared a State of Emergency.

Assumptions:

- Monitoring of weather conditions must be a continuous process in order to maintain a readiness status.
- These storms will severely impact local government's capability to provide essential services to the community.
- Public Safety response concerns will include increased response times and maintaining the ability to provide service to citizens who are not on Snow Routes.
- Utilities and Streets Systems Department will be unable to keep open Snow Routes; essential vehicles will be severely hampered by storm conditions; public safety will be compromised; and a State of Emergency will need to be declared.

CONCEPT OF OPERATIONS

- General
 - The City of Grand Junction must remain alert to changing weather conditions pertaining to winter storms.
 - Notification of key individuals, prior to emergency conditions developing, is vital to winter storm preparations.
 - Essential facilities must be properly staffed on a 24-hour basis, with accessibility to food and other essentials.
 - Each department will provide transportation for their essential workers as necessary.
- Specific
 - Snow Routes and Traffic Restrictions
 - Class 1 and Class 2 Storms
 - Restrictions for parking, snow tires, or chains would not be implemented.
 - Class 3 Storms
 - Some or all of the following restrictions may be implemented: The public

would be advised that parking, snow tires, or chain restrictions are in effect and advised to limit their driving.

- Winter Storm Emergency.
 - All traffic will be discouraged, except for public safety and vehicles providing services for the welfare of the general public. Police, fire, ambulance services, snow removal equipment, medical facilities, personnel, and essential utilities vehicles will be exempt from travel restrictions.
- Parking restrictions will remain in effect until snow removal operations are completed.
- Removal of Winter Storm Restrictions.
 - Once snow removal operations have been completed, the public will be advised that no restrictions are in effect.
- Essential Services
 - Services typically provided by Fire, Police, Water, Sewer or Utility Departments in an effort to sustain, promote or preserve any infrastructures, systems or programs related to the general health, safety, preservation of life or property and the prevention of crime for the community at large.

WEATHER EMERGENCIES/SNOW DAYS

In the event of a Winter Storm Emergency, The Emergency Operations Center (EOC) Director, shall recommend to the Deputy City Manager that only essential personnel are needed for City operations. The Deputy City Manager will recommend the City Manager issue either an early dismissal notice or a non-work snow day notice for all non-essential employees. The City Manager's Office will then inform all Department Directors who may begin releasing appropriate employees and/or set in progress their respective telephone network for work day cancellation.

All Department Directors shall establish procedures for identifying essential personnel and determine transportation capabilities for those individuals.

In addition to a notification system, all major electronic news media stations will be contacted by the Deputy City Manager or designee requesting that a message be broadcast stating the City of Grand Junction is closed except for essential and emergency operations.

MESSAGES FOR PUBLIC

- Class 1 or Class 2 Storms
 - Hazardous driving conditions exist in the City of Grand Junction. Public may wish to leave early to avoid rush hour traffic.

- Class 3 Storm
 - Parking restrictions may be implemented on snow routes. Advise use of 4-wheel drive, chains, or adequate snow tires. Vehicles that become stalled or abandoned may be towed and/or ticketed.
- Winter Storm Emergency
 - A winter storm emergency has been declared in the City of Grand Junction. All traffic is discouraged except for emergency and essential vehicles providing a service for the welfare of the public. Vehicles that become immobile or abandoned will be towed and/or ticketed.
 - The winter storm emergency has been canceled for the City of Grand Junction.

GENERAL RESPONSIBILITIES DURING A SNOW EMERGENCY

Preplanning Activities

- All departments should maintain an adequate inventory of essential supplies for snow & ice control purposes.
- Test and repair emergency generators and any other pieces of equipment that may be necessary during a winter storm event.

ADMINISTRATION DEPARTMENT

City Manager Office

- Assume overall plan administration
- Keep Mayor and City Council informed of the storm situation.
- City Manager will set policy and declare a snow emergency.
- City Attorney will issue legal advice and prepare written documents.
- Make a determination on closure of City facilities and the release of non-essential personnel.
- Public Information Office shall coordinate all information distribution to the public and the media.
- Appoint an Emergency Operations Center Director

Fleet Maintenance Division

- Repair and maintain all essential vehicles and related equipment.

- Obtain adequate fuel supply from vendors.
- Notify departments to stage 4x4 vehicles and coordinate dispersal with Police and Fire.

Other Internal Service Divisions

- Administer contracts for outside resources.
- Operate Central Stores stock room.
- Keep essential city facilities operating.

UTILITIES AND STREETS SYSTEMS DEPARTMENT

- Continue with **Snow and Ice Control Operations Plan**. (For the latest version of this plan and current snow route priorities visit <http://www.gjcity.org/CityDeptWebPages/PublicWorksAndUtilities/StreetsTraffic/SnowRemoval.htm>)
- Activate Snow Desk and declare response.
- Request City Manager to declare a snow emergency, if necessary.
- Assist public safety equipment responding to emergencies.
- Issue snow progress reports to Deputy City Manager or his designee.
- Operate and maintain the water and wastewater systems at a level necessary to provide service to the City.
- Maintain current list of available contractors.
- Keep essential city facilities operating.

PUBLIC WORKS AND PLANNING DEPARTMENT

- Provide support to Utilities and Streets Systems Department for snow and ice control.

FIRE DEPARTMENT

- Maintain essential services to include response to fires, alarms, emergency medical, and control of hazardous substances.
- Rescue stranded motorists.
- Provide non-emergent medical services as safely feasible.

POLICE DEPARTMENT

- Enforce emergency traffic regulations and parking restrictions.
- Provide essential traffic control.
- Tow abandoned and parked vehicles from designated snow routes.
- Rescue stranded motorists.

PARKS AND RECREATION DEPARTMENT

- Continue with Parks portion of **Snow and Ice Control Operations Plan**.
- Provide access to city facilities by removing snow.
- Provide support to Utilities and Streets Systems Department for snow and ice control.

SNOW AND ICE CONTROL OPERATIONS CENTER

The Utility and Streets System division's normal operations for Snow and Ice Control operations include the staffing of a "Snow Desk" or informal operations command center at the City Municipal Service Center Campus. This will become the official Snow and Ice Control Operations Center once this Winter Storm Plan is activated.

- Class 1 and Class 2 Storm Operations
 - Class 1 and Class 2 storms generally do not require activating this Winter Storm Response Plan, only the staffing of an informal operations center or "Snow Desk"
 - The Snow Desk will be staffed by Utilities and Streets Systems, and emergency management personnel, as necessary.
 - Notification of ongoing snow and ice control operations will be passed on to appropriate staffs within the City, including the Deputy City Manager.
- Class 3 Storm Operations
 - The Utilities and Streets Systems Director, or designee, shall activate this Winter Storm Response Plan and the Snow and Ice Control Operations Center for a Class 3 Storm response and notify the emergency management staff, Police, Fire, and other key officials of this decision.
 - Additional Snow and Ice Control Operations Center staffing will include: Public Information Officer, and other individuals or agencies as deemed necessary.
 - Utilities and Streets Systems, Police, and Fire will staff their Operation Command Centers as necessary.
 - Support agencies will be contacted and placed on standby status, including close contact with the Deputy City Manager.

- All other departments will operate according to their specific operating procedures.
- Winter Storm Response Emergency Operations Center (EOC) Activation
 - The City Manager, or designee, shall proclaim a city-wide emergency and appoint an EOC Director. This proclamation gives the City Manager the power to enact any order necessary to preserve public peace, health, and safety.
 - All affected department directors shall report to the EOC (currently City Hall for this plan).
 - The EOC Director shall notify Mesa County Emergency Management and State Office of Disaster Emergency Services.
- Public Information/Media Contact
 - All public information will be channeled through the Deputy City Manager, or designee, in a coordinated manner. News releases will be made via the Deputy City Manager, or designee.

FOUR WHEEL DRIVE VEHICLES

During severe winter storms it may become impossible to operate two-wheel drive vehicles on roadways. Therefore, it will be necessary to obtain four-wheel drive vehicles for emergency use.

It will be the policy of the City of Grand Junction to redirect the use of its four-wheel drive vehicles to emergency operations. All four-wheel drive vehicles that are not required to maintain essential city services will be converted to emergency operations.

The Utilities and Streets Systems Director or designee shall, upon receiving weather data indicating the potential for a major winter storm, contact the Fleet Maintenance staff at the earliest time possible to initiate City vehicle 4X4 reallocation procedures.

The Fleet Maintenance staff will contact City departments and request their non-essential 4x4 vehicles to be staged and fueled at the Fleet Facilities.

Departments requesting use of these vehicles will contact the Fleet Maintenance Supervisor who will approve and prioritize vehicle usage. Priority will be based on emergency response needs first, then other essential operations.

SNOW ROUTES

SNOW REMOVAL PRIORITIES

All arterial and collector streets in Grand Junction are assembled into routes for conducting normal snow removal operations. These routes have then been prioritized and color coded for identification. The following summarizes the snow removal priorities during a severe winter storm:

Priority 1: Major Arterial (Red) Arterial considered to be the minimum network which must be

kept open to provide a transportation system connecting hospitals, fire and police stations, fleet and utility maintenance facilities.

Priority 2: Minor Arterials (Blue) Arterials completing the network covering the major traffic volume streets and providing access to all schools and nursing homes.

Priority 3: Secondary Streets (Green) Selected collectors, and bus routes deemed desirable routes to be maintained as weather permits.