

Fiscal Year 2018

Organizational Goals &

Current Objectives-Revised as of 7-7-17

- A. Enhance Communication and Engagement with the Community**
– by expanding opportunities to inform and engage citizens in an open and participatory manner.

Objectives:

- 1. Creating Connection through Celebrating and Recognizing the Community with Holiday Spirit**

Justification:

Many cities in the greater metro area celebrate community pride and create a sense of connection through holiday lights on trees, light pole banners for downtown avenues or flags for holidays.

Many residents remark that Roeland Park lacks a sense of community connection because Roe Blvd is divider versus uniting the community due to being a major thoroughfare into Johnson County.

The first step is to place holiday lights on key gateway trees on Roe Blvd. to create a downtown feeling, beauty, visual interest, and a sense of belonging to Roeland Park. Currently Roeland Park has a holiday tree lighting at Sweeny Park. Most residents or visitors who travel through Roeland Park never see or know about the event due to its neighborhood location. Holiday lights would be placed prior to the Roe Blvd development and each budget year additional lights will be purchased with the end goal of having the north and south gateway of Roe Blvd with tree lights.

The second phase of this goal would be to research and develop a plan for holiday decorations for Roe Blvd. for budgeting purposes in the 2019 and 2020 budget. The research would pursue options like holiday banners or garland on light poles and other possible decorations such as flags for Memorial Day to facilitate community connection.

Cost Estimate:

\$2,000 **Account 5237.101 – Community Events**

Completion Date: December 1, 2018

Responsible Party: Administrative Staff and Public Works

Submitted By: Becky Fast

2. Monthly Communications Report and Public Engagement Plan

Justification: Communication is an essential function of government. Communications and public engagement strategies should be reviewed and analyzed monthly to understand the effectiveness of communication tools and their effectiveness in reaching residents. Social media is an ever-increasing tool to reach residents and stakeholders. The City of Roeland Park currently has numerous options available for communication but it is currently unknown how these tools are being utilized by the public and how we can increase that utilization in the future.

1. Data Gathering and Monthly Communications Reports

This first goal is to gather data on the current engagement with our social media tools and our website traffic to provide a baseline to help the city target resources for further attracting and engaging online users.

The monthly report would provide useful data on current online users and tracking engagement through using social media management and analytics tools like google and twitter analytics and Facebook insights and current website traffic.

Provide monthly reporting of Google analytics and trends for the city website prior to building a new website. Reporting will include insights into use of the site as well as key topics and searches. In addition, data would also be provided on resident engagement with the city's email newsletters and Novus agenda.

2. Develop a Public and Communications Plan

After data gathering and reporting the following communication areas would be discussed in the plan and goals developed for each of the following communication areas:

- **News Releases and Email Subscriptions**

- The use of news releases for communication purposes for the city.
- How many email addresses is it declining or increasing and why? How many residents open the email? What would increase subscriptions and create a more powerful tool to provide information on city services and department news. Is a new email subscription system like MailChimp needed?

Does the city need to provide more news related content like the City of Mission?

- **City Website**

- The City has committed to rebuild its website but further research and analysis is needed on options for this website to ensure a web-based system that provide a better end-user access to city government (searchable/indexable files, agenda keywords, a searchable staff contact database, etc.)
- What is user feedback with the agenda and meeting notification system currently used by the current website and what should be used?
- The plan would outline the goals for the city website with communication and the engagement with residents and how it differs from the current website.

- **Social Media**

- The plan will develop strategies to increase engagement metrics and ensure city accounts are comparable to efforts in peer cities. The monthly reporting of social media activities, analytics and trends will provide direction on strategies and resources needed to build a robust operation such as training, equipment needed, video production, etc.
- Facebook's video, advertising and event promotion tools have been particularly successful for city communications. The plan will review use of Facebook events manager and sponsored advertising in Facebook to grow the follower base of city accounts overall each year.

Cost Estimate: \$10,000 currently in staff training budget that can be accessed for consultation and staff training and Admin General Fund, **Account 5214.105 Other Contractual Services**

Completion Date: Begin in 2017 and end in June 30, 2018

Responsible Party: Administrative Staff

Submitted By: Becky Fast

3. Evaluation of NOVUS and Potential Meeting Management Software

Justification: In March 2018 – City of Roeland Park will have Novus software for three years for meeting management. As the City develops a new website the need for Novus should be evaluated and if such software is still needed with the new website development.

The city pays for renewal on an annual basis of \$5,000 and new software applications for meeting management are now available for civic engagement that provide more options with mobile access

and easier interface with social media communications.

This goal requires evaluating other platforms that are available and their costs for providing meeting management.

In addition, as a part of this goal to evaluate other city's website agenda and meeting management such as the City of Lawrence that have easy access to agenda, minutes, video and audio and easy access to multiple meetings with one click.
<https://lawrenceks.org/agendas/>

As stated above this goal requires research and evaluation of other providers of civic engagement solutions for government like www.accela.com which:

- Provides quicker, searchable access to past meeting agendas and minutes and even live video
- Provides low-cost video streaming of meetings for live viewing or later playback.
- Gives full smartphone and tablet agenda access.

Cost Estimate: \$5,000 (current cost for NOVUS annual renewal) **Account 5305.101**

Completion Date: March 31, 2018 prior to the next renewal of Novus to determine if Novus should be renewed or another software purchased or if new website can provide such functions

Responsible Party: Administrative Staff

Submitted By: Becky Fast

4. Electronic Voting Log System for Council Chambers

Justification: Deploying an electronic method of voting will ensure votes are impartial and accurate. Electronic voting can ensure each council member has entered a vote and that vote is not displayed until the conclusion of voting. A system could be implemented to record votes as part of the computer system in the Council Chambers. Novus offers this capability currently (additional \$600 per year fee), to use this system the Governing Body would need to have access to tablets or lap tops at the dais.

Cost Estimate: \$4,500 **Account 5211.101 Equipment**
\$600 **Account 5305.101 Dues/Subscriptions**

Completion Date: February 28, 2018

Responsible Party: Administrative Staff

Submitted By: Michael Rhoades

B. Improve Community Assets – through timely maintenance and replacement as well as improving assets to modern standards.

Objectives:

1. Provide Maintenance, Removal or Add Public Art in Roeland Park.

Justification: The city is undergoing a rejuvenation. Impending projects will impact the appearance of our primary north/south entryway including aesthetic improvement to the Walmart site, new development at the northeast gateway (old pool site), and new development on the southern gateway. Planning for the 2020 Roe Boulevard construction project is also taking place; this objective could serve repair or relocated art along this corridor in anticipation of the 2020 project. Roeland Park was once the forerunner in the realm of public art. With budget cuts and other constraints many art installations have aged past their prime and life expectancy. The objective would continue working to remove and repair our public art based upon the inventory and condition assessment completed in 2017.

Community for All Ages Impact: Checklist Item 1, encouraging a sense of community and pride for residents. From the Toolkit: Strategy 2- Support existence of “third places” in first suburbs and Strategy 3- Maintaining existing visual and physical character of the first Suburbs, especially those neighborhoods that can be considered historic.

Cost Estimate: \$10,000 **Account 5214.101 – Other Contractual Services**

Completion Date: November 30, 2018

Responsible Party: Public Works Director

Submitted By: Teresa Kelly and Becky Fast

2. R Park Phased Development Plan & Design of 1st Phase

The Parks and Trees Committee is spending 2017 prioritizing and researching the amenities outlined in the 2017 approved R Park Master Plan. Incorporating the priorities into a phased development plan will be necessary to ensure the site is developed in a cohesive approach. Hiring a professional services firm to design the phased plan as well as the construction plans for the 1st phase are steps that must be completed prior to construction. The professional services firm will also develop refined costs estimates for each phase, this will be beneficial as we incorporate the phases into the Capital Improvement Plan. The work included in this objective includes:

- Review of existing survey (SKW 2015)
- Utility Coordination
 - Coordinate with existing utility owners to determine if existing utilities will be required to be relocated or

replaced, and will coordinate public and private utility services to the site.

- Site Development Plan
 - Prepare plans showing the proposed improvement at R Park shall include:
 - Cover Sheet
 - Site Horizontal Layout
 - Grading Plan
 - Utility Plan
 - Phasing Plan
- Cost Estimating
 - Prepare opinions of probable construction costs, and project costs for individual phases of the site development. Assume 3 major phases of development.
- Progress Meetings
 - Attend all necessary progress meetings with City and representatives. Assume 2 meetings.
- Report
 - Prepare a brief report describing the project, phases, costs, and any specific challenges or issues to be addressed in further site development phases.
- Phase 1 – Shelter/Pavilion Construction Plans
 - Prepare site plans for constructions. Coordinate inclusion of pavilion design to be provided by others.
 - Bore 3 locations to confirm subsurface suitability, and provide foundation recommendations.
 - Prepare manual for project bidding. Coordinate inclusion of pavilion specifications.
 - Provide assistance to City in bidding and recommendation of contractor.

Community for All Ages Impact: Community and Neighborhood Environment, planning with universal design elements and enhancing public gathering spaces that encourage intergenerational exchange, physical activity and time in nature.

Cost Estimate: \$26,000 **Account 5209.300 – Professional Services**

Completion Date: November 30, 2018

Responsible Party: Staff, Parks Committee

Submitted By: Teresa Kelly

1. Identify and Complete a High Priority Sidewalk Extension Project

Justification: The extension of sidewalks identified as “High Priority” in the 2010 Sidewalk Master Plan should be pursued to further implementation of the plan. Public Works is reviewing the document and providing updates to reflect where sidewalk has been

completed since 2010, in addition sidewalks anticipated being completed with street resurfacing and reconstruction reflected in the Capital Improvement Plan.

Cost Estimate: \$130,000 **Account 5454.270 Sidewalk Project**

Completion Date: June 30, 2018

Responsible Party: Public Works

Submitted By: Governing Body

C. Keep Our Community Safe & Secure – for all citizens, businesses, and visitors.

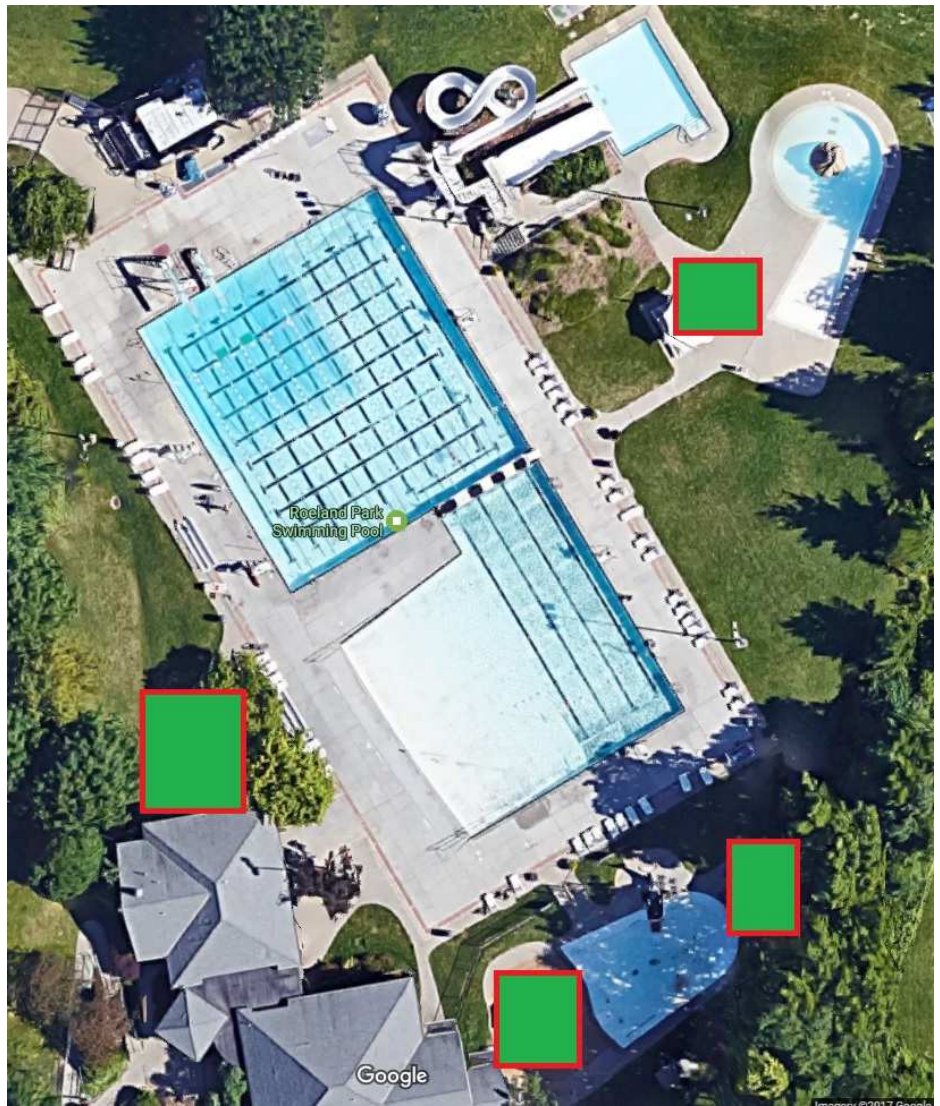
Objectives:

1. Install Shade Structures at R Park, Granada Park, and Aquatic Center

Justification: In our 2016 Citizen Survey 53% of residents stated they would like to the City to invest in Shade structures in R Park. 67% of residents stated adding shade was the most important improvement for the City at the Aquatic Center. With this information, the Parks Committee has researched potential grants the City could apply for and two grants were found. American Academy of Dermatology Shade Structure Program for up to \$8,000 and First National Bank Community Grant for up to \$20,000. The Parks Committee co-chair Jennifer Provyn has agreed to write the grants for the City in 2018. These grants ask if there is a match the organization is going to make for the money. As the Parks Committee and Staff have agreed shade structures are an important element based on the response we received from our citizens and staff is asking the City to match this grant 135%. \$28,000 + \$38,000 (135%) equates to \$66,000.00 for the City to construct shade structures at R Park, Granada Park, and the Aquatic Center in 2018 and address the residents #1 priority for the City to make improvements. Images below shown for concept purposes. Locations and quantity are as follows:

- 1 at Granada Park over large picnic table area
- 3 at R Park over both picnic table areas and one bench near playground equipment
- 4 at Aquatic Center
 - 1 outside concession stand
 - 2 in Baby Pool Area
 - 1 near the slide area

The locations at the Aquatic Center are where existing shade structures are located. The condition of the existing shade structures is poor and these shade structures would serve as replacement and provide for more shade in those areas.





Community for All Ages Impact: Shade structures will protect parks and aquatic users from the impacts of the sun during the summer days.

Cost Estimate: \$38,000 **Account 5470.300 – Park Maint/Infrastructure and 5311.101 – Pool Equipment**

Completion Date: October 31, 2018

Responsible Party: Parks Committee

Submitted By: Jose Leon, Director of Public Works

2. Dead Tree Removal at Nall Park

Justification: With the revitalization of Nall Park and the invested dollars for the bathroom, shelter, and bike trail PW staff believes there is concern with the dead tree's remaining in the Park area that need to be removed. Most of the trees are still standing in the current "un-used" portion of Nall Park, but over the last couple of years they have begun falling over. PW Staff views this as a safety concern with more walkers and bikers using the park. The City Forester has estimated the cost to remove the dead trees at \$30,000. The cost is higher because of the location of the dead trees in hard to get to locations.

Community for All Ages Impact: Removal of dead tree's from Nall Park makes our community and parks safer for all

to enjoy. Cost Estimate: \$30,000 **Account 5262.106 –**

Tree Maintenance

Completion Date: March 31, 2018

Responsible Party: Public Works

Submitted By: Director of Public Works

3. Business District Crime Prevention Initiative

Justification: The City of Roeland Park number one criminal offense is theft from our business district that usually involves shoplifting or items taken from unattended vehicles. To decrease the crime rate for these offenses, a proactive deterrent is the detection and apprehension of criminals. The use of officers working in uniform and in plain clothes in the parking lots and inside the stores increases the opportunity to detect and deter criminal activity thus reducing the crime rate. By creating this type of special enforcement, it will limit the number of hours officers are working on theft reports and follow-ups and will

create more valuable time to general patrol and traffic enforcement. The program ~~initial enforcement~~ would be implemented at ~~for approximately 2 hours per day at~~ the major box store locations as our primary targets. To achieve this objective, it would require officers to work out of their normal patrol duty assignments at an overtime rate or the use of part time officers ~~so we do not limit our minimum staffing requirements~~. We assume half of the hours will occur at an overtime rate and half covered by part time staff. The initiative would entail officers working 5 days per week at 2 hours per day for six months. Crime activity during this period will be compared to prior year activity to assess the effectiveness of the initiative.

Community for All Ages Impact: Reduction of Crime enhances the quality of life for all ages.

Cost Estimate: \$~~105~~,000 **Account 5102.102 Overtime**
\$2,500 Account 5104.102 and Part Time

Completion Date: July 1st, 2018

Responsible Party: Chief Morris / Police Department

Submitted By: Chief Morris

4. Increase Police Visibility in Neighborhoods

Justification: A recent citizen survey suggested the increase of visibility of police officers in the neighborhoods. A key aspect of police patrol is providing a high visibility for a police force in the neighborhoods. Patrolling officers provide residents and visitors in an area a strengthened sense of safety and security. Officers will increase neighborhood patrol, provide home safety inspections, and will visit both prominent locations and locations where past crimes have occurred to improve a sense of safety in those areas.

Community for All Ages Impact: Greater sense of security enhances the quality of life for all ages.

Cost Estimate: \$0 **Account**

Completion Date: December 31, 2018

Responsible Party: Chief Morris / Police Department

Submitted By: Chief Morris

D. Provide Great Customer Service – with professional, timely and friendly staff.

Objectives:

1. Pilot Program- Increase Roeland Parker to 8 Issues Per Year

Justification: Residents frequently have provided negative feedback regarding Roeland Park's communications. The hard copy publication of the quarterly newsletter is not seen as adequately keeping residents informed of current events and city business. The Strategic Plan Goals includes a recommendation increasing publication of the newsletter to six per year. This objective would give an opportunity to test sending a pared down version of the Roeland Parker with Council actions and seasonal announcements and reminders delivered between the more robust quarterly newsletters.

Community for All Ages Impact: Community Services and Activities- creates an opportunity for engagement and increases the feeling of inclusiveness among residents.

Cost estimate 6 issues 6 pages color outside \$1483 per issue, 2 issues 4 pages full color \$1273 per issue, design template \$2000 full year cost estimate \$13,200 Account 5208.101

Cost Estimate: **Account 5208.101**

Postage: \$764 per issue regardless of number of pages

Completion Date: December 15, 2018

Responsible Party: Administrative Staff

Submitted By: Teresa Kelly

2. Apply and Achieve the GFOA Distinguished Budget Presentation Award for the FY 2019 Budget

Justification: The GFOA Distinguished Budget Award is designed to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect GFOA best practices on budgeting and the National Advisory Council on State and Local Budgeting. Those achieving that goal are judged by three independent reviewers on 27 criteria designed to ensure the highest standards in municipal budgeting are achieved. In the most recent budget year, only 24 cities and Counties in the state of Kansas have received the award. Nine of those recipients are in the metro area. Preparing a budget document which meets these standards ensures the City is operating with complete, insightful, and responsible fiscal policy and delivering that policy in a manner that is easy to comprehend. This award acknowledges that Roeland Park is on par with its esteemed colleagues in the metro in terms of professional management.

Community for All Ages Impact: N/A

Cost Estimate: \$280 application fee **Account** 5305.101

Completion Date: Application will be submitted by December 1, 2018

Responsible Party: Assistant City Administrator/Finance Director

Submitted By: Jennifer Jones-Lacy

E. Cultivate a Rewarding Work Environment – where creativity, efficiency and productivity are continuous pursuits.

Objectives:

1. Add Automated Time and Attendance to Payroll Program

Justification: Currently time sheets are completed in paper form and submitted to supervisors for review and approval. This process is subject to human error. In addition, use of time off is accounted for manually through a standalone Access database, also prone to error. Utilizing an automated time and attendance system which is integrated with a payroll software would reduce staff time associated with time keeping and payroll processing. The system also provides easy access for employees to check leave balances, submit leave requests, and provides supervisors with a simple on-line method of setting up work schedules, approving time off requests and monitoring productivity and expenses (overtime, sick leave use, tardiness). Employees are also able to adjust voluntary deductions on-line and run hypothetical scenarios to see the impacts on take home pay. The advantage is that the system reduces man hours dedicated to the payroll and time keeping process, it improves employee access to their wage and benefit information and it significantly reduces opportunity for human error in our largest accounting area (personnel).

Community for All Ages Impact: N/A

Cost Estimate: \$5,000 **Account** 5214.101 – Other Contractual Services

Completion Date: January 1, 2018

Responsible Party: City Clerk

Submitted By: Kelley Bohon

2. Provide Emergency Response Benefit for Staff

Justification:

Currently, each Public Works non-exempt staff member is

required to rotate through weekly On-Call responsibility. This rotation requires a non-exempt employee to be On-Call up to 9 weeks of the year. Per departmental policy the staff member is required to respond to any after-hours emergency situations Monday thru Friday, including the weekend. Employees give up the ability to travel on week days and more importantly weekends. On the weekends, we ask employees to respond immediately and safely as possible with being onsite with equipment and proper uniform. If an employee had a child that is active in any traveling sports or activities, it makes it very difficult to attend events outside a 30-mile radius. These restrictions and encumbrances on our employee's lead to continued work stress after 5PM and degrade morale of the employees. Providing benefits through the form of a minimum of two hours of overtime pay (or equivalent comp time) to staff who return to work to address an emergency situation would improve moral. This is a common approach by local governments. Many family events, sporting events, and other activities can only be done on the weekends, and by limiting the employee's ability to travel from the City, this creates conflicts at home and in the families.

Estimating 20 instances where a non-exempt employee would be called in to work an emergency (PD, PW, Admin), under this policy the additional cost to the City would be the half time by 2 hours for 20 occurrences. Assuming an average hourly rate of \$25, this equates to \$500.

Community for All Ages Impact: N/A

Cost Estimate: \$500.00 **Account**

Completion Date: January 1, 2018

Responsible Party: Jose Leon, Kelley Bohon

Submitted By: Jose Leon, Director of Public Works

F. Encourage Investment in Our Community –
whether it be redevelopment, new development or
maintenance.

Objectives:

1. Become a Member of ICLEI (Local Governments for Sustainability)

Justification: The Sustainability Committee invested committee budget funds in the ICLEI membership in 2017 to support Roeland

Park's commitment to fostering sustainability. Utilizing the ICLEI tools and programming available to member municipalities, the Committee will lead the initiatives partnering with staff, collaborating with other communities when appropriate and tracking and reporting progress in cost savings and added value of creating a sustainable place for the residents and visitors of all ages and abilities in Roeland Park.

The Sustainability Committee has set the following goals:

- Set a goal to be 100% carbon neutral within 5 years. Reduce gas emissions by 10-20 % each year until this is achieved.
- Have the most installed solar panels per-capita in Kansas City metro area
- Through the City's waste management partner, have the highest recycling rate in Kansas City metro area
- Continue development of Bicycle/Pedestrian corridors and public transportation connectivity and expand electronic vehicle infrastructure
- Support an annual tree planting plan for parks and other public spaces
- Develop a sustainable municipal water plan for the City.

Community for All Ages Impact: Tool Kit: Community and Neighborhood Environment- 2.1 building a sense of community, 2.2 Strategy 8; Transportation-4.1 planning and design, 4.2 Walkability

Cost Estimate: \$ 700 annually **Account 5305.101 – Dues & Subscriptions**

Completion Date: January 31, 2018

Responsible Party: Staff, Sustainability Committee

Submitted By: Teresa Kelly

2. Reflect Update to Comprehensive Plan **for 2019 in CIP**

Justification: The Roeland Park Comprehensive Plan is the City's official plan and guideline for all development. It must clearly indicate the community's vision for our future with specific goals, direction and implementation strategy. Currently, the Roeland Park Comprehensive Plan needs critical updates that definitively guide necessary economic development and support community identity.

Updates and additions to include:

- Site-specific & citywide development/design guidelines
 - Zoning, Subdivision regulations, Impact review, Landscape/buffering, Aesthetics, Sustainable development standards
- Parks/green space Master Plans:

- Layouts, Amenities, Tree planting program
- City Initiatives
 - Strategic Plan information
 - Community for All Ages
 - Bike-Walk
 - Complete

Streets Cost Estimate: \$50,000

Account 5209.101

Completion Date: With Adoption of 2018 Budget

Responsible Party: City Admin/Governing Body/Planning Commission

Submitted By: Michael Poppa

G. Work to Implement Strategic Plan Goals – in concert with the Strategic Plan Advocate Group.

Objectives:

1. Implement Branding Launch Plan

Justification: The branding initiative is a goal of the Strategic Plan. The branding process completed in 2017 includes a launch plan with timeline and related budget. This objective would follow that timeline and is based upon the budget for the implementation tasks contained therein. \$7,500 is also included for outside marketing services. It is anticipated that the City will complete final logo development in 2017, and that final logo would be incorporated into the artwork that would be included with many of the implementation steps of the launch.

Cost Estimate: \$24,000 **Account 5249.101 – Branding Implementation**

Completion Date: December 31, 2018

Responsible Party: City Administrator

Submitted By: Keith Moody

2. Interface Modules Between Receipts, Credit Transactions, General Ledger & Court

Justification: This objective is intended to improve operating efficiencies, a basic theme within the Strategic Plan. Currently staff enters receipts into the receipts system. This information is then given to Miller Accounting to code to the appropriate General Ledger

account. This process should be automated, eliminating the opportunity for human error. When receipts are accepted for Court activities at City Hall a manual entry must also be made to the Court software. There should be an interface between the two programs to eliminate dual manual entries. Finally, because the credit card payment system does not interface with our receipts module a manual process of reconciling must take place each time a bank deposit occurs. Again, this creates opportunity for human error, the credit card payments should interface with the receipts program.

Community for All Ages Impact: N/A

Cost Estimate: \$3,000 **Account 5266.101 – Computer Software**

Completion Date: January 1, 2018

Responsible Party: Assistant City Administrator, City Clerk and Court Clerk

Submitted By: Keith Moody

3. Purchase Equipment To Make Street Maintenance Operations More Efficient

Justification: This objective is intended to improve operating efficiencies, a theme within the Strategic Plan. Over the last 3 years, Public Works has transitioned into a skilled street maintenance department. Staff turnover has provided the opportunity to hire experienced staff with skills to operate street maintenance equipment which has made Public Works more efficient with regards to street maintenance operations. In 2015 and 2016, the Public Works department prepared nearly 15% of our street network for surface treatment with the existing equipment in public works. However, to be even more effective and make our staff more efficient the purchase of a large equipment trailer and asphalt float attachment would provide time savings which would lead to cost savings. Currently, PW staff must make multiple daily trips when transporting equipment for street maintenance operations. A larger trailer would minimize the number of trips and allow staff to place more pieces on equipment on a larger trailer. Further, with the inevitable relocation of PW facility which could place PW outside City limits, the multiple trips could take much longer and reduce the amount of time spent performing the work. The larger trailer cost is \$6,000.



In 2016, Public Works staff researched attachments we could use to place on our skid steer to make the placing of the asphalt less physical and more efficient. We could use an asphalt float attachment for one week to see how much it would help in these two areas. Currently, Public Works takes one-hour with current tools and equipment to place 8 tons of asphalt. 8 Tons is a dump truck load of asphalt. With the asphalt float, we could cut down the time spent placing the asphalt to approximately 30 minutes. Making the placement of asphalt more efficient is an important part of our operations because it minimizes the amount of physical labor on our staff and minimizes the amount of time in the sun standing around 360-degree asphalt most of their day. These are two key elements to think about when discussing the health of our staff members. The quicker we place the asphalt, the more we can accomplish in street work and our other responsibilities around the City. The asphalt float attachment costs \$15,000.



Community for All Ages Impact: Street Maintenance Operations keeps the City streets in good condition for safe travel in and around the City for all.

Cost Estimate: \$21,000 **Account 5504.360 – Equipment Reserve, funded from Public Works Department, General Fund (5825.106)**

Completion Date: March 31, 2018

Responsible Party: Public Works

Submitted By: Jose Leon, Director of Public Works