

OPERATIONS AND MANAGEMENT PLAN

PROGRAMS AND PROJECTS

<u>Dept./Div.</u> City Manager	<u>Date</u> 8/8/2014	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td>Hours</td> <td>\$\$\$</td> </tr> <tr> <td>Labor</td> <td style="text-align: center;">80</td> <td style="text-align: center;">3,000</td> </tr> <tr> <td>Equipment</td> <td></td> <td style="text-align: center;">500</td> </tr> <tr> <td>Supplies</td> <td></td> <td></td> </tr> <tr> <td>Contractual</td> <td></td> <td style="text-align: center;">tbd</td> </tr> <tr> <td>Other</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> </tr> </table>		Hours	\$\$\$	Labor	80	3,000	Equipment		500	Supplies			Contractual		tbd	Other			Total		
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<u>Program/Project</u> Lansing Road Sidewalk Snow Removal Special Assessment District																							
<u>Description</u> The purpose of this initiative is to provide more consistent and effective removal of snow and ice from sidewalks along Lansing Road. This would be accomplished by awarding a contract for snow removal and assessing abutting property owners for the cost. The initial year of this initiative is intended as a demonstration project to determine the methods and frequency of snow removal and to evaluate the success of this approach in meeting stated goals.																							
<u>Policy/Goal</u> To improve pedestrian safety and ease of travel during winter months.																							
<u>Objective(s)</u> Description, including time frame(s)		Report Due:																					
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> </tr> </table>	Q1	Q2	Q3	Q4																	
Q1	Q2	Q3	Q4																				
1. Complete the establishment of a special assessment district and the approval of a special assessment roll by October 31, 2014		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
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2. Award a contract for the clearing of sidewalks in the special assessment district by November 10, 2014.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
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3. Monitor performance of the contract by visually inspecting sidewalks in the special assessment district following each snowfall.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>																	
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4. Evaluate the overall success of the snow removal program and provide a report to City Council with recommendations for continuance of the program as designed, continuance of the program with changes or discontinuance of the program by May 31, 2014.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input type="checkbox"/></td> <td style="width: 25%; text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>																	
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<u>Performance Standard(s)</u> Sidewalks along Lansing Road are cleared of snow and ice within 24 hours following a snowfall of 2 inches or more, within 24 hours following an ice accumulation and within 24 hours following any additional snow/ice accumulations of 2 inches or more from plowing.																							