

VILLAGE OF SHOREWOOD
REQUEST EXECUTION OF NEW VILLAGE INITIATIVE

Summary: This form is used for departments, citizen committees and officials to propose new significant initiatives such as service changes, programs, studies, capital items and other requests to be considered for the annual vision planning and prioritization process. The goal of this form is to help staff, residents and officials identify the resources, steps and time involved in executing an initiative. It allows a formalized process for the Village to recognize proposed initiatives and request the Village Board to consider an initiative before investing more resources. Complete the following information and hand in to the Village Manager for the request to be considered.

Name: Michael Maher, Village Trustee

Date: 6/14/19

Department / Committee: Department of Public Works

Initiative: Restore DPW's summer hourly staff to pre-2019 level

Description and Goal: Include a short summary of the initiative and the goal/desired outcome.

Restore the level of DPW's summer hourly staff to pre-2019 levels so as to maintain the Village's parks and public spaces to a level expected by the Village residents. Summer staff was cut almost in half for 2019. The restored summer staff will allow DPW to adequately maintain our park spaces particularly Atwater Beach and the expanded Hubbard Park plus the Villages perennial flower beds throughout the Village.

Time Sensitivity: Identify any time constraints or deadlines associated with the initiative.

None

Estimated Staff Time Needed to Execute: Include estimated hours and staff/persons involved.

DPW staff time needed to supervise additional summer staff.

Estimated Costs: Materials, contractual services, equipment, etc. Indicate annual vs. one-time.

If summer staff are roughly estimated to cost \$10.50/hour for 8 to 10 weeks at 40 hours per week then each summer position costs in the range of \$3,400 to \$4,200.

Implementation Steps for Execution: Include approvals, collaboration with other groups, etc.

Recruit and hire summer staff.