

Scope Task	Deliverables and Benefits
Task 1: Project Management and Administration	Monthly meetings, notes, actions with staff
	Council workshop on recommendations
	Planning and Zoning workshop on recommendations
	*This task is required for administrative tasks and meetings @10% budget
Task 2: Needs Assessment & Code Review	Traffic Counts Deliverable: knowledge of actual congestion levels on cut-throughs
	Crash Inventory: identify hot spots and safety improvements, good for potential grant funding
	Roadway Inventory: ID substandard streets for improvement, capacity enhancements
	Code Revisions: improve contributions by development, get collectors built in Roadway Map
Task 3: Roadway Map & Cross Sections	Roadway Map: Clear plan for getting local relief routes built with development for better connectivity
	Benefit: alleviate congestion in the City with targeted improvements, leverage development
	Cross Sections: Updated and improved roadway standards to serve City's needs
	Benefit: establish policy for developments to upgrade boundary streets to minimum standards
Task 4: Documentation	Roadway Plan Document: benefit is that this is required (with engagement) for outside grants
	Benefit: Public process with adopted document helps when development pushes back
	Benefit: City-oriented solutions and not pushed on City by outside agencies
	Benefit: Documents engagement for defensible recommendations in the future
Task 5: Public Engagement	Public Engagement Plan Deliverable: Clear path with correct stakeholders identified, higher numbers
	Public Meetings: Forum to confirm needs and get feedback on recommendations
	Benefit: improves adoptions process having had opportunities for feedback
	Benefit: Can incorporate stakeholders like County and TxDOT into the process for concurrence
Task 6: Safe Routes to School Analysis and Priority Sidewalk Projects	Priority Sidewalks Map Near Schools: Focuses improving on specific corridors, not area-wide
	Priority Projects: allows for future pursuit of grant funding to complete
	Benefit: safety of school children is usually well supported
	Benefit: focuses sidewalk improvements in areas of greatest need