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ideas for a better city



SELECTED BY THE STAFF OF THE
MUNICIPAL TECHNICAL ADVISORY SERVICE
EDITED BY JACKIE KERSH

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Selected by the Staff of the
Municipal Technical Advisory Service

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MUNICIPAL TECHNICAL ADVISORY SERVICE
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FOREWORD

MTAS receives virtually all periodicals in the area of municipal government and also obtains many other publications in this field. These contain a "mass of information" (when trying to sift, classify and assimilate, we sometimes wish it were much less!). Materials are routed to staff members for their examination; they mark items that appear noteworthy; and the editor writes the summaries for this publication.

These are not necessarily "new" ideas; the term has a relative meaning. There is little, if anything, in the field that is really unique. What is new to one city may be old to another. Nevertheless, we hope that this "catalog of municipal ideas" will be useful to the officials of cities in Tennessee and elsewhere.

Additional copies are available upon request, of course.

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Improved Environment



....WOULDN'T THIS BE NICE?

E N V I R O N M E N T

- CLEAN BLOCK CLUBS . . . are helping rebuild neighborhood pride in Philadelphia. The "grass roots urban renewal" program encourages residents to work together with their neighbors to paint, plant, plaster, and pick up litter on their block. So far the project has resulted in an equivalent of \$1.44 million in municipal salaries. (The American City, April 1974)
- A SIGN REMOVAL PROGRAM . . . in Wichita, KA, costs residents only \$1. The city will take down any unusable or obsolete sign or billboard at the request of the owner. (Kansas Government Journal, March 1974)
- RECYCLING GAS STATIONS . . . for other types of businesses improves the appearance of a city and provides useful commercial space. Some possible reuses of abandoned stations: real estate offices, fast food operations, laundromats, general offices, restaurants, and professional offices. City governments also are using them for libraries, schools for auto repair courses and spot parks. (Downtown Idea Exchange, Feb. 1, 1974)
- ONLY CITY-APPROVED TREES AND SHRUBS . . . may be planted on public parkways and property abutting public streets in Ellis, KA. The city clerk's office accepts planting applications and explains approved planting areas, height and width requirements and distances from streets and sidewalks. (Kansas Government Journal, July 1973)
- LIVE CHRISTMAS TREES . . . can make a merry federal tax deduction for Raleigh, N. C., citizens. How? Residents donate them to the city after the holidays for landscaping of parks. (ICMA Nuts & Bolts, Oct. 15, 1973)
- A ONE-DAY DIG . . . in Freehold Township, N. J., made plant lovers happy and saved trees and shrubs from destruction. The "dig" was conducted on a site to be developed for housing. There was no charge for the plants. (New Jersey Municipalities, December 1973)
- UGLY DOWNTOWN WALLS . . . have been turned into colorful murals in Evansville, IN. Paintings chosen in a city-wide contest were submitted by a cross section of residents including professional artists, students and housewives. A local bank supplied prize money. (Downtown Idea Exchange, Dec. 1, 1973)

Finance and Taxation



FINANCE AND TAXATION

BUILDING PERMITITIS . . . has been cured with redesigned forms in Kansas City, MO. Several permits were consolidated into a single form for speedier processing of new one-family home construction. (The American City, June 1973)

CONTRACTOR INNOVATIONS . . . can save money for the employee and make money for the ideaman. Known as "value engineering," the incentive plan is being used in Minnesota for all contracts over \$100,000. Savings which result from any innovation the contractor proposes are divided between the two parties. (Rural and Urban Roads, November 1973)

Health, Safety and Welfare



PROTECTION FOR INVALIDS . . . and babies is provided by fluorescent tags distributed by the fire department in Diaz, AR. The stickers, to be placed on windows of rooms of children and invalids, can be easily spotted in case of fire. (Arkansas Municipalities, July 1973)

THE HUMOROUS APPROACH . . . spurs pet vaccinations in Nebraska. Instead of sending notices that say "do it or else," reminders are addressed to the dogs and take the form of friendly letters printed on colored stock. (Shoptalk, October 1973)

A CRIME PREVENTION WARNING . . . is the key tool in a campaign to encourage motorists to take precautions to prevent crimes involving cars in Princeton Borough, N. J. The warnings, clearly identified as not being traffic violation citations, are issued by the police when vehicles are seen with personal property in view, keys in the ignition or doors unlocked. (New Jersey Municipalities, November 1973)

A PET SPAY PROGRAM . . . sponsored by the Tacoma, WA, Humane Society is cutting into that city's animal overpopulation problem. Funds are generated in two ways: Adoption fees were raised \$1 per animal and the full amount is refunded if the new owner has his pet spayed or neutered within six months; and a spay and neuter fund was set up to which anyone could contribute. The society offers a grant of \$5 to any person having his animal spayed or neutered within six months of acquisition. (Shoptalk, October 1973)

A BIKE SAFETY ALERT . . . in Cranford, N. J., is making bicycle riding more pleasant for youngsters and motorists. A cooperative project of the police department and the PTA, it's aimed at increasing bike riders' knowledge of the rules of the road. High point of the program is "Bike Week" with bike rodeos, safety inspections and special workshops. But all during the year there are poster displays, distribution of booklets on safe riding, safety assemblies at the schools, etc. (New Jersey Municipalities, October 1974)

HUMOROUS REMINDER SLIPS . . . urge pet owners to meet license requirements with the message "DOGS--love 'em and license 'em." Mailed with water bills in San Francisco, the reminders include a blank form to be filled in by owners who want to license their dogs by mail. Pink paper and dog drawings add to the slip's eye appeal. (Shoptalk, August 1974)

Housing



H O U S I N G

DISPLACED FAMILIES . . . in a new community project in Highland Park, MI, have been helped with an attractive four-color booklet called "Relocation." The material was designed to help reassure people who would be without homes or businesses as a result of the redevelopment. (Texas Town and City, February 1973)

A HOUSING LISTENING POST . . . in Edmonds, WA, provides troubled people with a trained, sympathetic ear. Manned by volunteers, the program operates out of an elementary school. Using the toll-free number, callers can get answers to a wide range of questions about community housing problems. (HUD Challenge, October 1974)

STUDENTS REHABILITATE HOUSES . . . and get on-the-job training at the same time in Chicago. The program is a cooperative one between the HUD area office and a local vocational education school. Students doing the work are enrolled in building trades classes. (HUD Challenge, October 1974)

Parks and Recreation



EVALUATING RECREATION SERVICES . . . need not be an expensive project beyond the means of smaller communities. Monterey Park, CA, did a more-than-adequate study for \$350, using its own staff. These main areas were pinpointed: membership in well-known organizations; participation or use by various ethnic and income groups; opportunities available to girls versus boys; comparisons of opportunities used by different age groups of youth; and comparisons of various types of recreation opportunities available. (City Perspective, Aug. 31, 1973)

CEMETERIES FOR RECREATION . . . isn't such a far-out idea. In many parts of the country private and public cemetery owners are opening their gates to joggers, cyclists, nature lovers and school tour groups. In many areas cemeteries are about the only open green space left. Some even provide strollers with pamphlets explaining the plants, trees and wildlife found there. (Nation's Cities, November 1973)

AN ABANDONED SEWAGE PLANT . . . has been turned into a six-acre park in Miamisburg, OH. Old sludge beds have become the site for lighted tennis, basketball and other court games and the digester is being converted into an adventure play area. Neighborhood groups helped plan the facility. (The American City, September 1973)

HOUSEBOUND MOTHERS . . . and their preschool children have their own recreation program in Arlington County, VA. Four times a month, a bus picks them up and takes them on free trips to such places as a chicken farm, dog show, fire station, etc. Rides are kept to less than 30 minutes and no visit lasts more than an hour, winding up with lunch at a nearby park or playground. (ICMA Nuts & Bolts, January 1974)

AN EQUIPMENT SLIDE SHOW . . . prepared by Lawnsdale, CA, officials lets citizens get in on the act of "furnishing" playgrounds. The slides are particularly used with children at different schools to let the youngsters select the kinds of equipment they want. (The American City, July 1974)

STUDENTS ARE PLANNING . . . the recreation program in Sledge, MS. At the request of the mayor, young people in the University of Mississippi's Health, Physical Education and Recreation Department are developing a wide range of activities for a city which has never had a planned recreation program. (Mississippi Municipalities, September 1974)

Personnel



P E R S O N N E L

BOWLING THEM OVER . . . is a good way to boost employee morale, Del City, OK, has found. When an employee questionnaire showed a strong interest in bowling, a city league was organized. Once a week, city staff at all levels and from all departments get out together to hit the pins and have a good time. (ICMA Nuts & Bolts, May 1974)

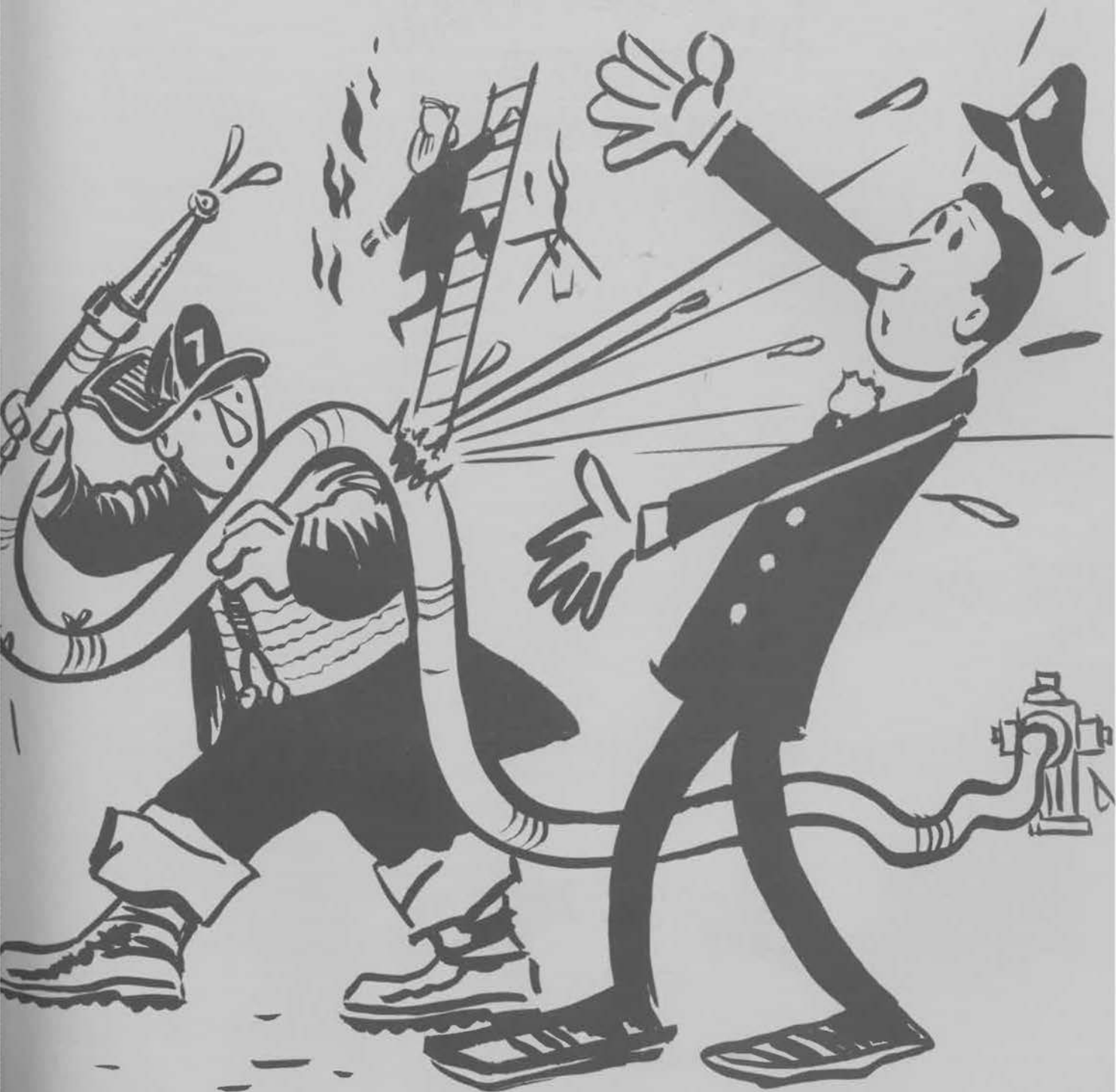
AN OPEN LINE . . . for employees to use to ask questions of management is providing better two-way communication at Western Electric's Hawthorne Works in Chicago. The queries are channeled through each employee's supervisor and a written reply is sent personally to each questioner. (Public Relations Journal, December 1973)

THE OTHER GUY'S JOB . . . is easier to understand when seen on T.V. Video-tapes, originally made for showing on CATV, can be used to help city employees understand what each department does. (MTAS)

CITY EMPLOYEE GRIEVANCES . . . have been cut 75 per cent in Allentown, PA, by detailing union presidents into the office of the city administrator for a month. The officials, who had free access to files and records, were asked to document all labor relations problems experienced by their members. Their report resulted in several suggestions which already have eliminated unnecessary friction. (Iowa Municipalities, September 1973)

TRAVELING SECRETARIES . . . from Placentia, CA, are doing their jobs better by seeing how their counterparts function in other cities. The visits are arranged by the city manager and have paid off, particularly in the areas of office management and handling citizen complaints. (ICMA Nuts & Bolts, October 1974)

Police and Fire



IDENTIFYING IMPOUNDED AUTOS . . . is simplified in Kankakee, IL, through use of a special marking device. Called Paintstik, it is actually paint in stick form and can only be taken off a car with paint remover or a razor blade. Aluminum color was selected because it shows up in the dark and in inclement weather. Identification numbers are marked on any available glass or, if there is none, on a damaged part of the car. (Illinois Municipal Review, April 1974)

A SISTER-CITY PLAN . . . combining the police and fire departments of Gulfport and Biloxi, MS, increases protection for both. By formal agreement, each city is obligated to make its police and fire squads and equipment available to the other on request. (Mississippi Municipalities, June 1974)

MOTORCYCLES COST TOO MUCH . . . and should be phased out, Washington, D. C., has concluded. A study concluded that the cycles are the most expensive per mile vehicles in the police department: they cost more than a squad car and because of the high injury rate for riders, hospital and disability payments are pushing up premiums on insurance. The study also revealed that two thirds of all speeding arrest cases were made by officers in cars or on motor scooters. (County News, Feb. 25, 1974)

ROVING MECHANICS . . . prevent large fire truck repair bills in Atlanta. The team of two trained men goes from fire house to fire house performing routine preventive maintenance checks on a regular basis. A special truck, developed for the team, has space for shelves, drawers and an ample work counter. (The American City, October 1973)

SENIOR CITIZENS REPLACE POLICE . . . in clerical positions in Miami, FL, allowing the city to put more officers on the streets. Each civilian works a half day. (The Nashville Banner, Apr. 23, 1974)

BEING BROTHERS' KEEPERS . . . can make neighborhoods safer for everybody. In Anaheim, CA, the police department hit the lecture circuit to encourage citizens to watch their neighbor's property as though it were their own and contact the department if anything looked suspicious. Residents and businessmen also were offered free security inspections. (HUD Challenge, September 1973)

STUDENT MARSHALS . . . patrol the campus areas at Syracuse University at night, in cooperation with regular security officers. Working in teams of two, they have no arrest powers. Informational materials on the program were prepared by journalism students for campus-wide distribution. (MTAS)

POLICEMEN TURN BANKERS . . . in Louisville, KY, to help disabled and elderly residents of public housing. A monthly check-cashing service is provided at the apartment complex by off-duty officers to protect the residents from purse snatchers and strong-arm robbers. (FBI Law Enforcement Bulletin, December 1973)

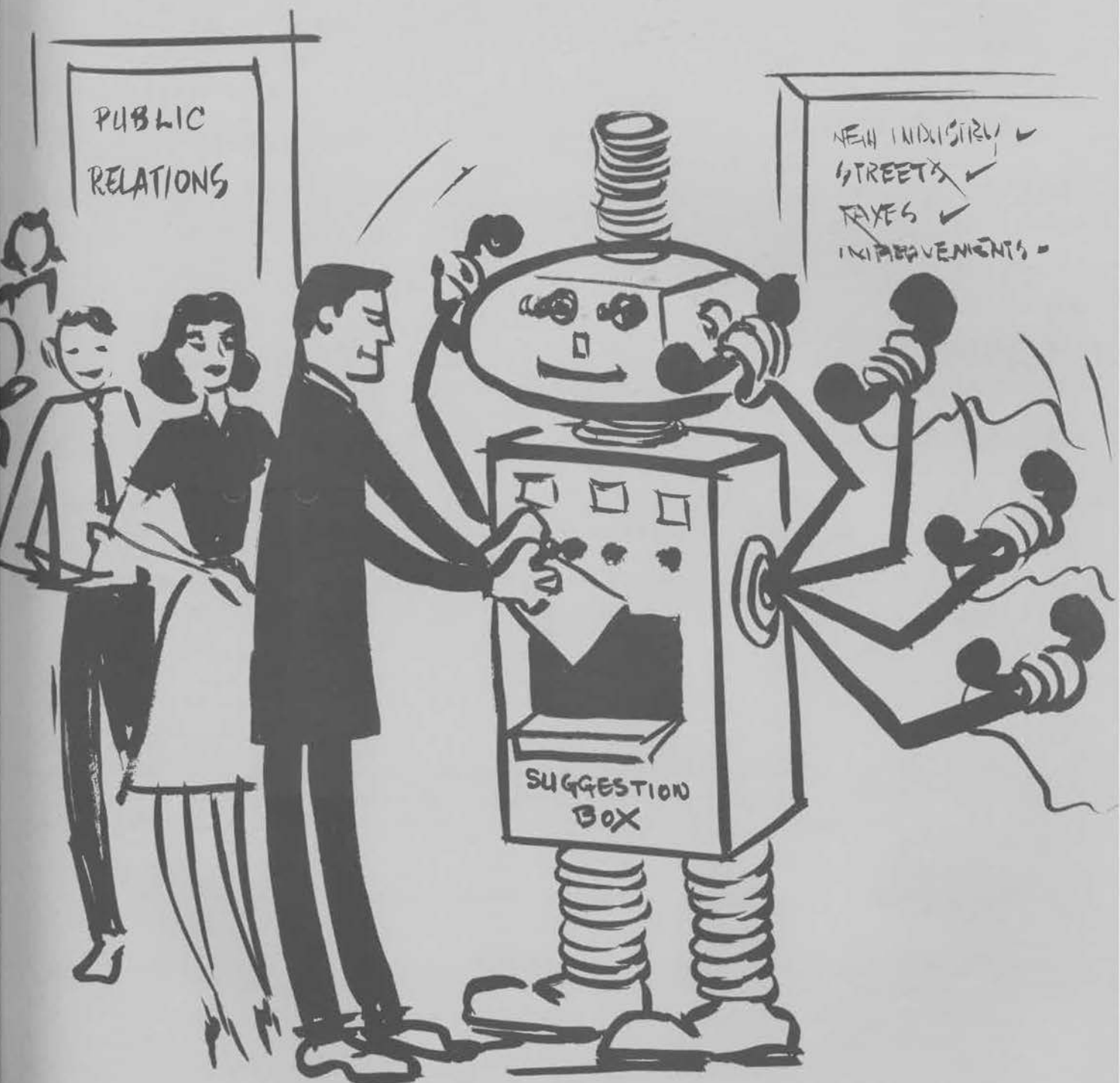
STUDENT SMOKEATERS . . . are a great help to the Hanover, NH, Fire Department. The student volunteers come from area colleges and are paid \$2.50 an hour when on call. The department maintains living quarters for the student corps in a dormitory-like building which can house up to 10 young people. The selection process for the corps is directed by the deputy fire chief. There are always more volunteers than places on the roster. (New Hampshire Town and City, May 15, 1974)

RADIO TRAINING FOR POLICE . . . is working in Beaumont, TX. A special frequency on car radios carries 30-second to 3-minute messages in such areas as department policies and procedures; laws of arrest, search and seizure; handling of juveniles; etc. A circuit is designed to override the training program if the dispatcher needs to transmit. (ICMA Nuts & Bolts, October 1974)

A SINGLE KEY . . . unlocks all police car doors, trunks, glove compartments and ignition systems in Grosse Pointe Woods, MI. The advantage? No more lost time going after keys taken home by the shift ahead of you or searching for the driver of a patrol car that must be moved. (FBI Law Enforcement Bulletin, October 1974)

ABANDONED OR CONFISCATED BIKES . . . are used to patrol alleys and parks in Concord, N. H. The 10-speeders are carried on the back of cruisers. (New Hampshire Town and City, September 1974)

Public Relations



BOND ISSUE MATERIAL . . . was piggy-backed on a mailing by a state senator to his constituents in Highland Park, MI. This got a copy of the brochure to most of the city's voters. To insure maximum saturation, city employees volunteered their time to deliver other brochures on a door-to-door basis on the Saturday preceding the election. (APWA Reporter, May 1971)

UTILITY BILLS . . . do double duty in Delaware, OH. The backs of the bills are used to give information to residents about such things as a summer youth employment program, winter refuse tips, and procedures for using a recycling center. All messages are computer-printed. (ICMA Nuts & Bolts, June 15, 1972)

A DOWNTOWN WALKING TOUR . . . of Memphis is outlined in an attractive brochure. The hike covers 16 special sites emphasizing not just past glories but present achievement. (Downtown Idea Exchange, July 15, 1972)

CONTINUOUS TAPE MESSAGES . . . and slide shows can be used effectively to introduce residents to new buildings or guide them through existing facilities. (NSPRA Trends, September 1972)

A THREE-PHASE . . . "State of the City" report is delivered to residents of St. Petersburg, FL. There's a verbal message from the city manager to the Mayor and Council; a 34-page publication for city officials and others requesting it; and a series of articles, one each evening for six succeeding days, in the local newspaper. The report is in two parts, one measuring effectiveness and the other detailing finances. (The American City, June 1972)

THE CITY'S ON DISPLAY . . . in a special once-a-year exhibit in the Phoenix, AZ, Civic Plaza Convention Center. Every department has a strikingly arranged booth to explain to citizens what it does and/or to provide special services such as issuing library cards or providing information on employment opportunities. (Phoenix Monthly Review, Oct. 17, 1972)

ANNEXATION PROCEDURES BROCHURES . . . for non-residents of Prescott, AZ, provide orientation and guidance for communities interested in becoming a part of the city. In addition to describing the benefits of being inside a city, the brochure also details the steps to be followed by groups requesting annexation. (Western City, October 1972)

CITIZEN INFORMATION CENTERS . . . provide Multnomah County, OR, residents with facts about a wide range of service programs. County board meetings also are scheduled at the centers to make it easier for citizens to make their opinions known. (National Civic Review, July 1972)

A NEW TWIST . . . was given the budget cycle recently in Vancouver, WA. Instead of ending the process with a public hearing, the council reversed the procedure and held hearings during the summer in various parts of the city. This gave citizens a "voice" in determining budget priorities before it was too late to change. The sessions drew well. The cost to the city: less than \$500, mainly for newspaper ads and labor to distribute handbills announcing the meetings. (Western City, October 1972)

GIVE RESIDENTS A SAY . . . in street lighting selection and you'll end up with a good program and satisfied citizens. At least it's worked that way in Skokie, IL. Before beginning a comprehensive lighting program, the city installed several

different types of units in a test area. Residents were asked to visit the site and comment through postcard questionnaires. On the basis of responses, the city selected 14-foot butt base concrete poles with colonial-type fixtures. (The American City, May 1974)

TAXPAYER GOODWILL AND EDUCATION . . . are among the benefits of public works displays in an enclosed mall in Yorktown, IL. The exhibits, illustrating the services of the department, are manned by personnel ready to answer questions. (APWA Reporter, December 1971)

SHOW AND TELL . . . makes city services come alive for a variety of publics in Lynbrook, N.Y. For example, one set of slides explains the job of the refuse crew; another deals with street work; and another shows a crew cleaning sewer lines. Not only are the presentations made to civic groups, but the mayor invites new residents to City Hall to see them. (APWA Reporter, February 1972)

REALTORS SPREAD THE WORD . . . about Artesia, CA, to new residents, using materials prepared by the local government. The salesmen also get regular briefings by the chief administrator and his staff. (NSPRA Trends, March 1972)

Public Works



SCHEDULED OIL SAMPLING . . . of all lubricated parts of a machine can forecast possible failures in an engine, transmission, final drive or hydraulic system. Then repairs can be made before major expenses arise. A sampling kit is on the market with tests of the samples run by the kit manufacturer. (MTAS)

TRAFFIC CONGESTION . . . caused by street maintenance can be avoided through use of fast-working products. A new type of cement generates sufficient quick strength to be poured in place between morning and afternoon rush hours and be ready to handle traffic. Narrow "miniliners" can put down paint striping without stopping motorists. (Downtown Idea Exchange, Jan. 15, 1974)

MAPS FOREWARN MOTORISTS . . . of planned highway construction in Westchester County, N. Y. Updated several times yearly, the maps include projects, by the county, state and utility companies, which could interfere with traffic. (County News, Nov. 23, 1973)

A ONE-MAN SIDEWALK STAKING SYSTEM . . . has been developed by an Ames, IA, employee. It replaces the normal three-or four-man survey crew. Designed for setting sidewalk grades in areas where street paving has already been constructed, the system requires no expensive instruments and very little time. The workman measures 14.5 feet back from the curb to the property line, drives a hub and places a tack at the line. Next a steel rod is put in place with a string set at the one foot notch on top of the hub. The level rod is placed on the back of the curb with the string stretched tight and the line level attached. Finally the string is raised or lowered until level and a reading is taken from the hub and placed on a flat by the hub. (Iowa Municipalities, July 1973)

ADJUSTABLE MANHOLE FRAMES . . . are on the market. The frame can be easily and quickly raised, lowered or inclined by one person using a special wrench. (MTAS)

NO MORE PIPELINE CASINGS . . . for crossings under paved roads in Georgia. Regulations have been changed to allow uncased crossings when the larger, heavier modern lines are used. Engineers have found the new pipe is stronger, has no spacers that can dent the lines or vents accessible to would-be vandals, and the cost per crossing is lowered. (Public Works, April 1973)

PAINT MARKS THE SPOT . . . of poor repair of a street cut in New York City. All utility companies and city agencies engaged in street openings must identify their work with an assigned color of paint. The public then knows who to blame if the work is not properly done. (The American City, February 1973)

FAST-SETTING CEMENT . . . is the key to economical curb repair in Nicholson, PA. The cement is easy to use and bonds tightly to existing concrete. It is also much less expensive than conventional repair methods. (The American City, February 1973)

DON'T LET SIDEWALKS . . . get out of hand in the rush to fix up downtown. In too many areas new sidewalks have been built of materials which may be attractive but are slippery and fragile. There is often no coordination of color or materials and the job can quickly become a hodge-podge. (Downtown Idea Exchange, Feb. 15, 1973)

HAND-PUNCHED METALLIC TAPE . . . is used to show the location of underground utility lines in Franklin, TN. Developed by the manager of the city's gas department,

the number of holes punched in the tape indicates the depth of the utility line. (MTAS)

SAVE BLACK CEMENT . . . in an airtight plastic trash can, suggests Fullerton, CA. To prevent deterioration of an opened bag of black cement, the remainder not needed for a small job is placed in the can and kept available for later use. (Western City, August 1973)

OPEN BAR HOLES . . . drilled to pinpoint gas leaks under city streets need no longer be left unfilled. A special type of plug has been developed from rubberized asphalt and can be hammered into the holes to seal them permanently. (MTAS)

RAMPS AT INTERSECTIONS . . . in the downtown shopping area aid the handicapped in Billings, MT. Cost of the project was approximately \$15,000 for 70 ramps. (Public Works, January 1974)

SMALLER TRAFFIC LIGHT BULBS . . . are being installed in New Orleans to reduce energy usage. The 150-watt bulbs are being replaced with 116-watt bulbs in red signals and 67-watt ones for amber and green. The changeover is expected to reduce power consumption by one-third, saving the city about \$25,000 annually on its electric bill. (The Mayor, Jan. 15, 1974)

PAINTING STREET LEVEL GRATES . . . makes riding less hazardous for cyclists. Red and yellow are the most popular colors. (North Dakota League of Cities Bulletin, May 1974)

SALTING APPROACH LANES . . . only reduces cost without sacrificing safety, Mount Prospect, IL, has found. At street intersections, roller-type spreaders place a salt application the exact width of the right hand lane, starting about 100 feet back from the intersection. A cross-over pattern is used in the intersection itself. (The American City, January 1974)

HAND CUT STREET SIGNS . . . cost less and look better, at least in Durham, N.H. Made by the public works department, the pine planks are similar to those which have been used by the Acadia National Park for 20 years. The street name is spelled out with a router and the cut letters stained black. Then the face is sanded, painted with white traffic paint and sprinkled with glass beads for night reflectorization. Each sign costs \$1.38, compared to \$6.74 for commercial aluminum ones. (New Hampshire Town and City, June 15, 1974)

Refuse



MONEY-MAKING TRASH BINS . . . on New York City streets don't disappear. The hexagonal trash receptacles are made of concrete and weigh 470 pounds each. Advertising is sold for three of the six sides and many companies push ecology. A typical ad: "When you're out of Schlitz, drop the can in here." (The American City, May 1974)

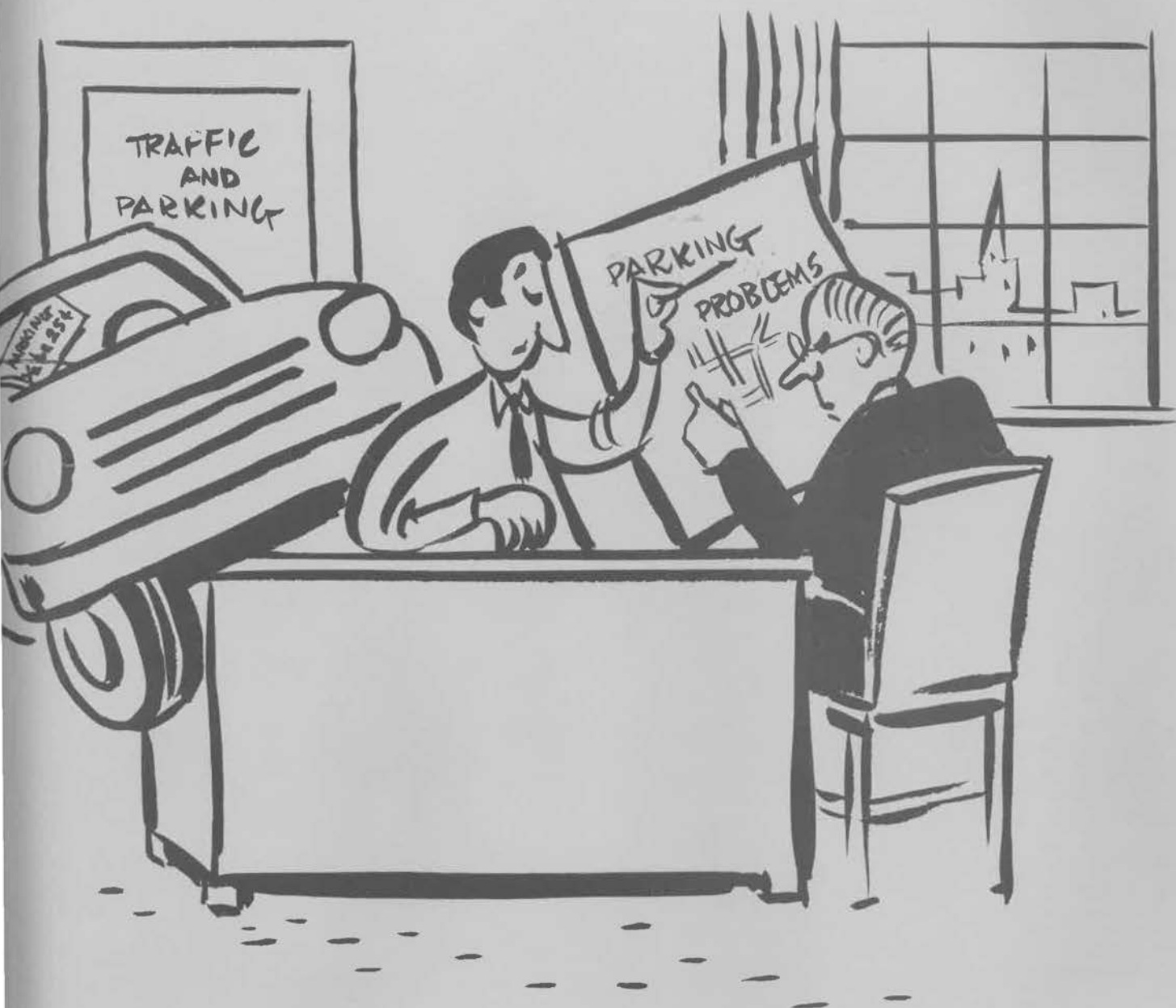
A SMIDGEON OF AMMONIA . . . poured around plastic refuse bags when they're placed at the curb for collection will keep dogs and cats away, Port Neches, TX, found. The odor will last for several hours. (ICMA Nuts & Bolts, Feb. 15, 1974)

A FLY KILLER . . . that works automatically? One's available now for use on commercial refuse containers or bins. The dispenser has a timing device which activates a metered valve in an aerosol can of insecticide every 15 minutes. It operates on two standard "D" type batteries for up to two years. (MTAS)

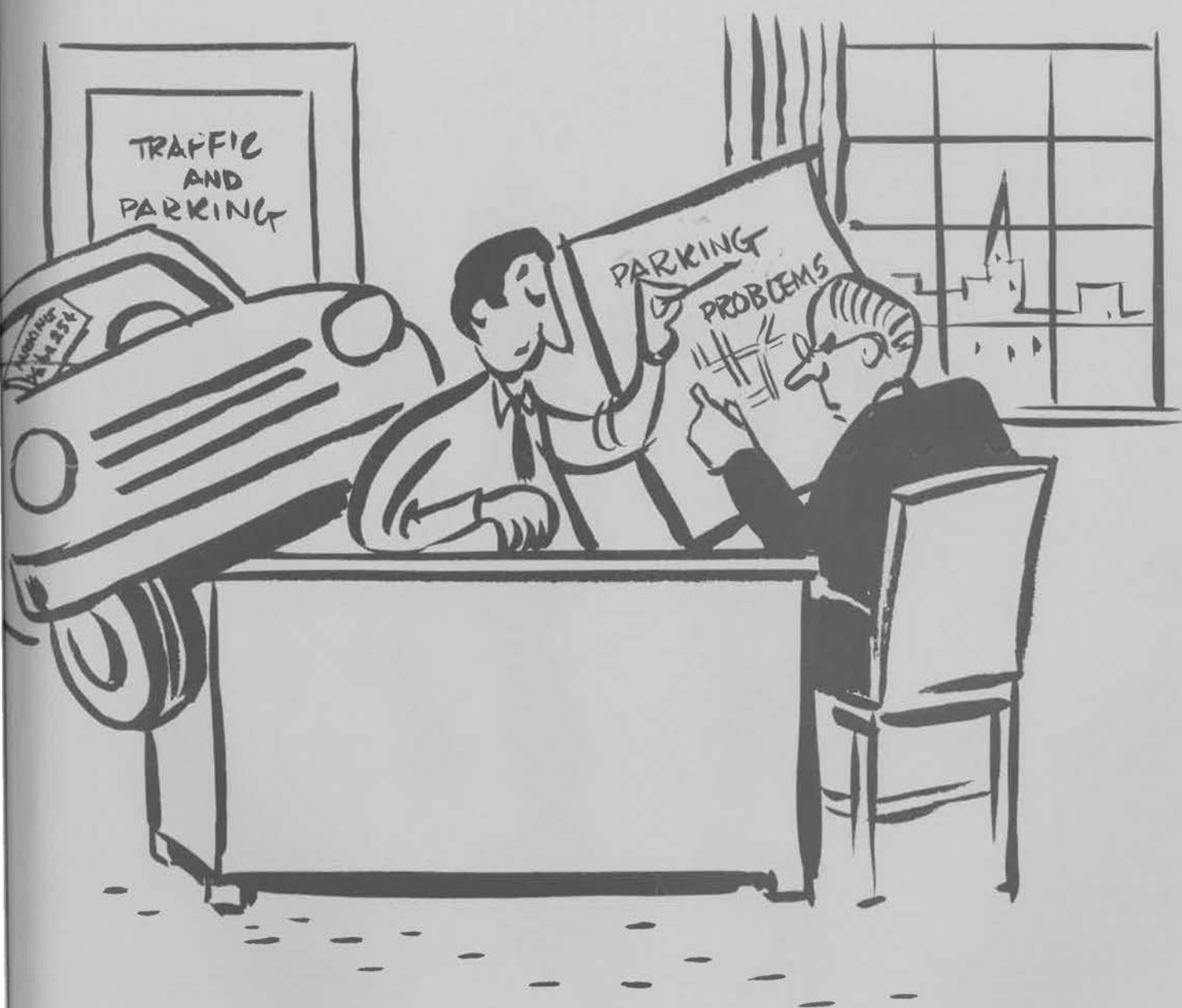
TEAMING REFUSE AND VACUUM UNITS . . . is paying off in better service and lower cost for Memphis, TN. Using an old 20-cubic-yard compactor truck and a vacuum-type leaf machine, the city has created a "leaf eater" that can operate on streets for eight hours at a stretch without a trip to the landfill. To convert the compactor from regular residential or commercial collection purposes the crew hitches the vacuum machine to the truck, connects a feeder pipe to the top of the vehicle and opens two 2x3 foot breather outlets on top of the body. (The American City, September 1973)

NEWSPRINT-PAPER RECYCLING . . . is profitable for Fullerton, CA. After running a feasibility study, the council invited proposals from private contractors. The one-year contract which resulted calls for the contractor to make once-a-month curbside pickups at residences, paying the city \$5 per ton. Participation is voluntary on the part of residents, who must separate the paper from other refuse. (Western City, December 1973)

Traffic and Parking



Traffic and Parking



T R A F F I C A N D P A R K I N G

BETTER SIGNAGE . . . and greater visibility of parking facilities can improve downtown off-street parking usage tremendously. (Downtown Idea Exchange, Feb. 1, 1973)

FREE SHORT TERM METER PARKING . . . has helped Janesville, WI, increase downtown use and still control overall parking. A 90-minute meter, designed to Janesville's specifications, allows 30 minutes of free parking for short termers, who just turn a handle. Up to 60 minutes more time can be added by inserting the proper amount of money. (Public Works, February 1974)

TURNING MAIN STREET . . . into one big parking lot, attendant-operated and beautified, is relieving downtown congestion in Pontiac, MI. Naturally all through traffic was eliminated in the area. (Downtown Idea Exchange, March 15, 1974)

Transportation



T R A N S P O R T A T I O N

BUS STOP SIGNS . . . in two Northern cities give the route map and time of arrival of each bus stopping at the intersection where the sign is placed, fare information and some quick bus promotion. Transfer points are identified by an emblem atop the sign where routes intersect. (Municipal South, May 1974)

COMPANY COMMUTE-A-VANS . . . are being used by 3M Company to reduce the number of individual employee cars. The vans, which carry 12 passengers each, were purchased by the company. Carefully selected employees serve as drivers and also maintain and garage the vehicles. The driver rides free; the other passengers pay a monthly fee. (Highway User, July 1973)

REDUCED COST TAXI . . . transportation for low income or disabled residents is being provided in Hays, KA. Any Social Security recipient or any one on social welfare may purchase transportation coupons from the city, which entitle them to use cabs for half fare. The city reimburses the drivers on the basis of coupons collected. (Kansas Government Journal, November 1973)

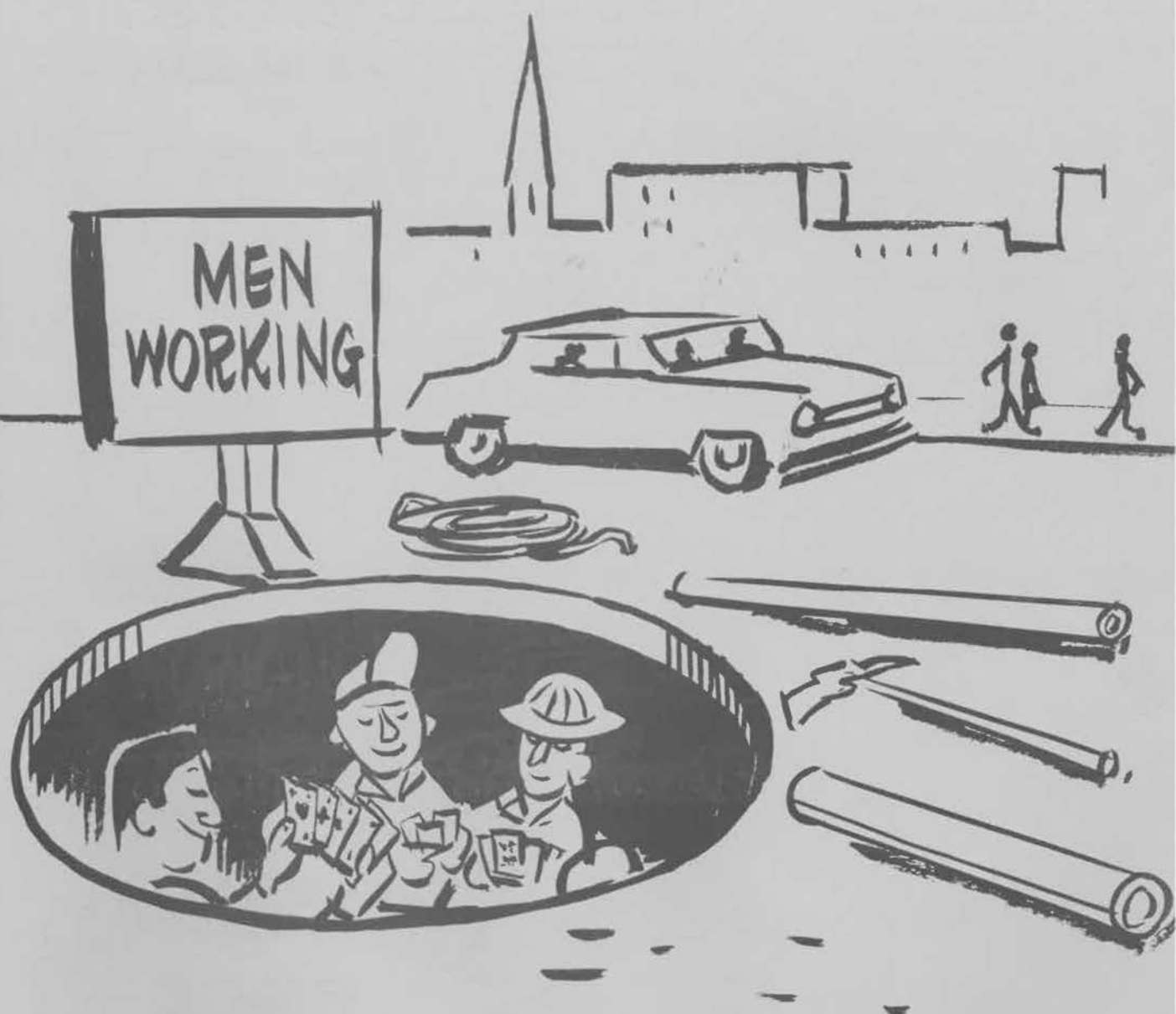
BIKE ACCESS TO SCHOOLS . . . is being provided in Princeton Borough and Princeton Township, N. J., on regular streets. Sidewalks are being widened and curbs cut to make way for the bicycle routes. (New Jersey Municipalities, December 1973)

A DOOR-TO-DOOR TAXI TRANSIT SYSTEM . . . is in operation in El Cajon, CA, and rider response has been excellent. The 10-cab, "dial a ride" system offers users a trip anywhere within the city limits for a single 50-cent coupon. Several passengers can ride for one coupon if they are picked up at the same place and travel to the same destination. The city pays the cab company 75 cents for each mile the cabs travel, no matter how many coupons are used. In return, the city is partly reimbursed from the sale of the coupon books. (Western City, February 1974)

PAYROLL DEDUCTIONS FOR BUS RIDERS . . . have been introduced in Boston, MA, to boost ridership. Participants receive annual passes. (National Civic Review, February 1974)

DOWNTOWN BUS SHELTERS . . . protect commuters against chill winter weather in Washington, D. C. The all-weather shelters contain display panels with information on bus routes and schedules. (Metropolitan Washington Council of Governments Regional Report, January 1974)

Water and Sewage



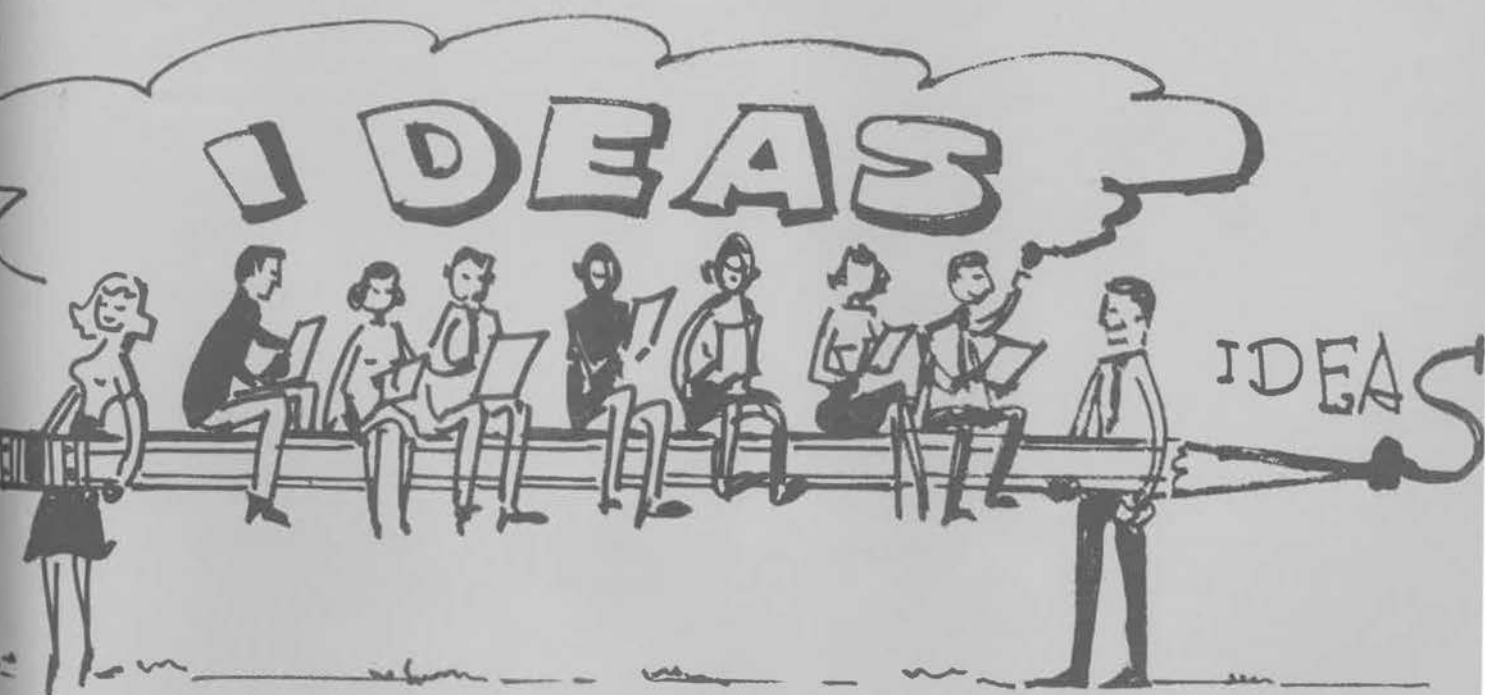
MINI-BIKES FOR METER READERS . . . are saving Pass Christian, MS, time and money. City officials estimate that water meter readers using the bikes can do their jobs in less than half the time and use a fraction of the gas regular vehicles consumed. (Mississippi Municipalities, March 1974)

TRANSLUCENT WALLS . . . have cut electric bills and expansion rates in the Delray Beach, FL, water treatment plant. The wall panels, composed of two fiberglass reinforced face sheets permanently bonded to a structural aluminum I-beam grid core, can be easily screwed together for inexpensive removal or replacement. The panels also are highly insulating, keeping an even temperature throughout the building. (The American City, November 1973)

TWO-WAY RADIO METER READING . . . can be done in fair or foul weather, Fayetteville, N. C., has found. Meter readers note figures on the register and radio them to the recording clerk, who checks the amount against the previous month's to see if it is logical. If not, the reader rechecks the meter. He also reports any unusual emergencies or dangerous conditions requiring maintenance. Since the reader carries no records, he can work in inclement weather. (The American City, September 1973)

HOMEOWNERS REPORT METER READINGS . . . by special cards in Cameron, WI. Double cards are mailed to each household at the end of each quarter. Once each year water department employees check the meters to reconcile the readings and adjust bills. (Wisconsin Municipality, February 1974)

Miscellaneous



VOLUNTEERS OF ALL AGES . . . can find outlets for their talents in community service in New Orleans through a central clearinghouse called VIGOR. Together they are helping provide needed new services for citizens without taking away jobs from regular city employees. Each volunteer is asked to give a minimum of three hours time per week and may choose from a "bank" or more than 150 positions. (Louisiana Municipal Review, May-June 1974)

REAL ESTATE DEVELOPMENT PRESSURES . . . in Windsor, CT, called for a new approach and the city found it: a trained development team. Included in the group are the building inspector, town engineer, director of public works, town planner, director of public safety, fire marshal, and environmental health officer. The team meets weekly to review individual staff analyses and to decide on common objectives for a proposed development. Then the developer is brought in for discussions. (ICMA Nuts & Bolts, January 1974)

HISTORIC SITES GET PUBLIC USE . . . in Murfreesboro, N. C. Through a program of adaptive restoration, buildings of historic or architectural significance are becoming useful again as libraries, chamber of commerce offices, municipal information centers, public meeting areas, etc. (National Civic Review, November 1973)

A MAYOR'S TALENT BANK . . . of volunteers with special expertise has been established in Madison, N. J. The file lists names, qualifications and experience of citizens who have offered to help the borough study and find solutions to various problems. An initial request for such volunteers, mailed out with water and light bills, drew 156 responses. (ICMA Nuts & Bolts, Sept. 15, 1973)

HOW SITABLE . . . are your downtown streets? Recent surveys of shoppers show that the sit-ability of a busy downtown influences how many people use the area. Too frequently designers emphasize the visual effects of plazas or public squares and sacrifice function. The best places to sit are often the simplest--ledges are favorites and even steps if they're broad enough. Zoning regulations could require a certain amount of sitting space in building plazas; better use could be made of natural gathering places such as street corners; trees and shrubs should be evident but out of people's way; and wastebaskets should be provided to encourage eating in the plazas. (Downtown Idea Exchange, Dec. 1, 1973)

A BURGLARY PREVENTION CODE . . . in Plainfield, N. J., requires all existing and future commercial buildings and offices to be secure against unauthorized entry when not in use. The average cost of compliance with the regulations is \$50. (New Jersey Municipalities, October 1973)

SECOND GRADERS CAN UNDERSTAND . . . how a town operates when they build their own city and act out occupations needed to keep it running. The technique, "dramatic play," was developed by researchers at the University of North Carolina at Chapel Hill. (Popular Government, April 1973)

A FIFTY-YEAR-OLD POST OFFICE . . . has been converted into a very usable city hall in Lewiston, ID. Vacated when the postal service moved out of the downtown, the building was remodeled by the city at an estimated cost of \$35,000. (Western City, December 1972)

SAY GOODBYE TO FLATS . . . with a new type of tire. Inflated with foam, the tires are specially designed for work vehicles which must perform under constant use. (MTAS)

A PERMANENT CITY MUSEUM . . . is part of the Fairfax, VA, bicentennial program. Plans call for renovation of an elementary school annex to house the exhibits. Some sections will be set aside for materials submitted by citizens. Others will house Virginia memorabilia obtained from the Smithsonian Institution on permanent loan. (National Civic Review, September 1974)