



CITY OF MARSHALL

AGENDA ITEM REPORT

WAYS & MEANS – 05/13/2025

Presenter:	Jason Anderson
Meeting Date:	Tuesday, May 13, 2025
Category:	NEW BUSINESS
Type:	INFO/ACTION
Subject:	Adjust City Cost Participation for Sidewalk Replacement Cost Participation Policy
Background Information:	<p>In 2012, the City began participating in private sidewalk replacement costs under the current policy. The program had been funded with \$10,000 of yearly allocation through the Street Department budget. Under the policy at the time, the City participates with the replacement cost of sidewalk work with a 50/50 cost match up to \$500 of City contribution. The only stipulation is that the work must be ADA-compliant, a Sidewalk Permit must be acquired at a cost of \$50, and the sidewalk must be parallel to a city street and serve the general public. The program is well-used as most concrete installers make their clients aware of the program.</p> <p>In 2021, City staff amended the policy (as attached) increasing the City's participatory amount to \$750 and adjusting the City's level of cost participation to be simpler and easier to justify our cost involvement. The 2012 policy reimbursed in a 50/50 manner, regardless of unit price of the work being completed. The 2021 amendments revised City participation by paying \$2.50 per square foot of sidewalk being replaced. By participating in this manner, we eliminated the opportunity to over-participate for higher priced work and we avoid having to argue with a property owner about what the cost of the work should be. Other policy amendments put a limit on how much one beneficiary of the policy may seek in one calendar year to help ensure that funds are available for all who hope to utilize the program.</p> <p>Now, in 2025, city staff is proposing to amend the City's cost participation from \$2.50/SF to \$3.25/SF of sidewalk replaced. Costs have increased significantly in the past 4 years, and staff believes that it is time to increase our cost participation. Additionally, staff would recommend increasing the maximum participatory amount from \$750 per property to \$1,250 per property.</p> <p>Staff would recommend to adjust the sidewalk cost participation policy to reference the City Fee Schedule for future changes in cost participation.</p>
Fiscal Impact:	The cost participation is included as a line item in the Street Department budget. Utilization of these funds in excess of the budgeted amount will require potential budget adjustment as necessary.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	That the Ways & Means Committee recommend approval of the revisions to the Sidewalk Replacement Cost Participation Policy as Chapter 4 – Section 4 (4-401) to the Administrative Policy.