



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Jason Anderson																												
<b>Meeting Date:</b>	Tuesday, May 27, 2025																												
<b>Category:</b>	NEW BUSINESS																												
<b>Type:</b>	INFO/ACTION																												
<b>Subject:</b>	Adjust City Cost Participation for Sidewalk Replacement Cost Participation Policy																												
<b>Background Information:</b>	<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 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 debate 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 (proposed revisions shown below) for future changes in cost participation.</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>City Right of Way Permits</u></th><th style="text-align: left;"><u>Fee/Charge</u></th></tr> </thead> <tbody> <tr> <td>Deposit is refundable less costs for repair- Billed extra if direct costs exceed deposit</td><td></td></tr> <tr> <td>Utility Companies-Post Yearly</td><td>\$ 5,000.00 Bond</td></tr> <tr> <td colspan="2">The \$5,000 bond is in lieu of the \$400 deposit on each individual project</td></tr> <tr> <td>Excavation in Row Permit</td><td>\$ 400.00 Deposit plus</td></tr> <tr> <td></td><td>\$ 50.00 Inspection</td></tr> <tr> <td>Driveway Permit</td><td>\$ 300.00 Deposit plus</td></tr> <tr> <td></td><td>\$ 50.00 Inspection</td></tr> <tr> <td>Sidewalk Permit</td><td>\$ 50.00 Inspection</td></tr> <tr> <td>Investigation Fee (when work is started prior to obtaining Permit)</td><td>\$ 50.00</td></tr> <tr> <td><u>City Sidewalk Cost Participation</u></td><td><u>\$ 2.50 Per Square Foot (Not to exceed \$750)</u></td></tr> <tr> <td><u>Sidewalk Replacement City Cost Participation</u></td><td><u>\$3.25 Per Sq. Ft. of Sidewalk Replacement</u></td></tr> <tr> <td><u>Maximum City Cost Participation</u></td><td><u>\$1,250.00 Per Property</u></td></tr> <tr> <td></td><td><u>\$3,750.00 Per Beneficiary (person or entity)</u></td></tr> </tbody> </table>	<u>City Right of Way Permits</u>	<u>Fee/Charge</u>	Deposit is refundable less costs for repair- Billed extra if direct costs exceed deposit		Utility Companies-Post Yearly	\$ 5,000.00 Bond	The \$5,000 bond is in lieu of the \$400 deposit on each individual project		Excavation in Row Permit	\$ 400.00 Deposit plus		\$ 50.00 Inspection	Driveway Permit	\$ 300.00 Deposit plus		\$ 50.00 Inspection	Sidewalk Permit	\$ 50.00 Inspection	Investigation Fee (when work is started prior to obtaining Permit)	\$ 50.00	<u>City Sidewalk Cost Participation</u>	<u>\$ 2.50 Per Square Foot (Not to exceed \$750)</u>	<u>Sidewalk Replacement City Cost Participation</u>	<u>\$3.25 Per Sq. Ft. of Sidewalk Replacement</u>	<u>Maximum City Cost Participation</u>	<u>\$1,250.00 Per Property</u>		<u>\$3,750.00 Per Beneficiary (person or entity)</u>
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	This item was presented to the Ways & Means Committee at their meeting on 05/13/2025. At the meeting, the motion passed 3:0 to recommend to City Council the approval of the proposed revisions by City staff to the Sidewalk Replacement Cost Participation Policy of Chapter 4 - Section 4 (4-401) to the Administrative Policy.
<b>Fiscal Impact:</b>	The cost participation is included as a line item in the Street Department budget. Utilization of these funds in excess of the budgeted amount may require budget adjustment as necessary.
<b>Alternative/ Variations:</b>	No alternative actions recommended.
<b>Recommendations:</b>	that the Council approve the proposed revisions by City staff to the Sidewalk Replacement Cost Participation Policy and authorize the addition of the fees to the 2025 Fee Schedule.