

SAFE WALKS PROGRAM

At the direction of City Council, an annual sidewalk maintenance program shall be implemented that provides a mechanism for residents to address required sidewalk repairs as identified through annual sidewalk evaluations performed by City staff. This program has come to be known as the **Safe Walks Program**. As an alternative to performing sidewalk repairs on their own, property owners can elect to permit the City to complete the required repair work on their respective properties and be invoiced for the actual cost of completing the work.

Property Owner Benefits: Property owners benefit from participating in the Safe Walks Program for the following reasons:

- ✓ *The City hires a contractor and administers all repair work and activities.*
- ✓ *A fixed cost for the work is established based on competitive bidding pricing, which may yield lower costs to the property owners.*
- ✓ *No permit applications are required.*
- ✓ *Inspections are scheduled and performed by the City.*
- ✓ *One-year warranty on all repair work by the City.*



Program Process: The Safe Walks Program is administered by the Department of Engineering Services in accordance with the following procedure:

Sidewalk Evaluations: Initial sidewalk evaluations generally occur during the months of July & August and within a pre-determined sidewalk inspection area, as approved by City Council earlier in the year. Sidewalk sections requiring repair are marked with a white dot of paint indicating that the repairs are the responsibility of the property owner. Sidewalks marked with blue dots of paint indicate that the repairs are to be completed by the City, at City cost.

Council Authorization: A "Resolution of Necessity" requiring property owners to make identified repairs is presented to City Council for approval. The resolution establishes cost estimates and a timeframe for the completion of the required sidewalk repair work.

Property Owner Notification: Following passage of the Resolution, property owners are notified by certified letter of the required repairs to be completed within the established timeframe, generally nine months. Property owners are given the option to complete the repairs on their own or to participate agreeing to allow the City, or its contractor, to enter their property to make repairs, and to be invoiced for the actual cost for the completion of required sidewalk repairs.

Project Bid by City: In June of the following year, the City re-inspects properties to determine compliance with the required sidewalk repairs. Specifications are prepared by the City for work on properties electively participating in the program, or that have been found to be out of compliance with making required sidewalk repairs. The City bids the project and awards the work to the successful bidder. Notice is sent to property owners indicating the name of the contractor awarded the work and the anticipated timeframe for work on their respective properties.

Construction and Inspection: The City manages all construction administration and inspection activities associated with completing the sidewalk repair work. Construction activities typically commence in early fall and can last through November.

Payment: The City Finance Department shall invoice each individual property owner following completion of the work on their respective property. Payments may be made by cash, check or credit card. Upon any property owner's failure to pay the invoiced amount for the sidewalk repair work performed by the City on their respective property, the City Finance Director shall cause such costs, including a 7% interest charges, be assessed against the property.

Construction Warrantee: The City requires the contractor warrantee all repairs against the following deficiencies that may occur as a result of poor workmanship or material failure:

- ✓ *One-year for new concrete sidewalk sections against settling, cracking or unacceptable surface spall*
- ✓ *One-year for backfill placed around the sidewalk against settling*
- ✓ *Germination of grass seed in restored areas*

Property Owner Responsibility: Once the repairs are completed, the property owner is responsible for watering newly planted grass seed around the sidewalk until such time as the grass is fully established. The owner is responsible for notifying the City in writing regarding any defective work that develops on sidewalk repaired on their property. Property owners should refrain from the use of salt and other de-icing compounds on newly placed concrete for a period of two-years as they can cause premature deterioration of a new sidewalk surface.



Additional Sidewalk Work: Property owners desiring to have sidewalk work performed in addition to the required repair work identified in the initial sidewalk evaluation report must make separate arrangements with a contractor for such work and for the payment thereof.

Transfer of Property: Should a property transfer ownership subsequent to the required repairs being completed, the original owners are responsible for notifying potential buyers of the sidewalk repair requirements and pending costs associated with the Safe Walks Program.