

CITY PROCESS (Details)

1. Notification
 - a) First Notification to Property Owner.
 - b) Second Notification to Property Owner.
2. City develops a plan for the repair.
3. City bids the repair.
4. City hires a contractor to perform the work.
5. City administers the construction management of the work.
6. City finalizes the cost per property.
7. City gives Property Owner notice of cost of repair, and of date for hearing before City Council to consider report on cost of repair, and any protest by Property Owner.

CITY PROCESS (Details)

8. City Council holds hearing to consider Public Works Director's report on repairs, costs, and proposed assessments against properties, as well as any protests by Property Owners. Council may correct or modify report, then confirms it, and assesses cost against property fronting site of repair.
9. If assessed costs not paid within 5 days, assessment becomes lien against the property.
10. Notice of lien may be recorded, and Council may order it to be given to County Tax Collector for collection with Property Owner's property taxes.

ESTIMATED CITY COST: 100 feet of Sidewalk

	Sidewalk Length	100 ft.			
	Sidewalk Width	4 ft.			
	Square footage	400 SF			
			Est Staff Hours	Cost per hour	Cost
					Comment
1	Notification (2)	1.5	150	\$ 225	Two notifications required.
2	Plan Development	6	150	\$ 900	Develop Plan & Bid Documentation
3	Bid	1	150	\$ 150	Compliance with Public Contract Codes
4	Construction			\$ 8,000	\$20/SF
5	Construction Management	10	150	\$ 1,500	
6	Cost Finalization	1.5	150	\$ 225	
7	Public Hearing Notice	1.5	150	\$ 225	
8	Public Hearing	2	150	\$ 300	
9	Assessment Charge for Placing on Property Tax			\$ 500	Assumes a straight fee to place on the Property Tax.
			Subtotal =	\$ 12,025	
			Additional Cost for City Involvement =	\$ 4,025	
			% of Construction =	150%	

COMPARISON

CITY PROCESS (Summary)

1. Notification
2. Prepare plan
3. Bid
4. Construction
5. Council hearing on costs
6. Council assessment of costs
7. Place costs on Tax Roll for collection with property taxes

PROPERTY OWNER

1. Contract with a Local Contractor.
2. Obtain a no-fee Encroachment Permit

City Staff time will be assessed for executing these steps.

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