

## MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: A RESOLUTION DETERMINING THE NEED FOR SIDEWALK CONSTRUCTION, ORDERING SUCH SIDEWALK IMPROVEMENTS, AND DIRECTING NOTICE TO BE PROVIDED TO PROPERTY OWNERS

DATE: December 7, 2016

### Background

At the previous City Council meeting the City Council reviewed and discussed the need for sidewalks and crosswalks for the routes to and from Lincoln Middle School. Included in the discussion was the lack of continuous sidewalks on Harrison Avenue between Hwy 99 and River Road which is used by both Middle School and High School students. Staff reported that other areas within the City were missing sidewalks as well. The City Council expressed a desire to address the sidewalks and crosswalks that create safe routes to school as a priority. Staff prepared a list of locations that were missing sidewalks or needed other improvements to meet current standards.

As a result of the discussion, the City Council passed a motion to direct that all the work on the list be done and to allow six months for the residents to complete the work.

The attached resolution clarifies the determination, establishes the sidewalks and crosswalks around the schools as a priority, describes the timeline for the notices and lists the properties adjacent to sidewalks that require construction or improvements.

In Chapter 12.08 of the Municipal Code it states:

#### **12.08.030 Required sidewalk work.**

- A. When the council determines that a sidewalk needs construction, repair, or improvement, a notice shall be issued to the adjoining landowner by the city engineer.
- B. The notice shall require the owner of the property adjacent to the sidewalk to complete the sidewalk work within thirty days after service of notice. The notice shall also state that if the property owner refuses or neglects to construct, repair, or improve the sidewalk within the thirty-day time period, the city may do the sidewalk work and assess the cost of the work against the property adjacent to the sidewalk.

To allow for the six months to complete the work and to meet the requirements of City Code, the resolution sets a date for the construction or improvements to be complete as June 16, 2017.


Within 20 days of the adoption of the resolution the City would notify the property owners of the City Council's order for the completion of the sidewalk improvements by June 16, 2017. The official notice as required by the City Code would then be issued by the City Engineer prior to May 16, 2017 giving 30 days to complete the work.

Recommendation

That the City Council adopt the Resolution determining the need for sidewalk construction, ordering such sidewalk improvements and directing notice to be provided to property owners.

Cost

Currently, costs are unknown. The City will be responsible for a significant amount through the delineation of crosswalks and installation of required accessibility improvements.



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Richard Meyers, City Manager

RESOLUTION NO.

A RESOLUTION DETERMINING THE NEED FOR SIDEWALK CONSTRUCTION,  
ORDERING SUCH SIDEWALK IMPROVEMENTS, AND DIRECTING NOTICE TO BE  
PROVIDED TO PROPERTY OWNERS

WHEREAS, the Cottage Grove City Council has received public comments regarding the lack of crosswalks and sidewalks in routes used by youth going to or from Lincoln Middle School and Cottage Grove High School; and

WHEREAS, the delineation of crosswalks without sidewalks does not effectively provide safe connectivity; and

WHEREAS, the 2015 Transportation System Plan identified poor pedestrian facility connectivity between residential areas south of Taylor Avenue and activity generators, particularly Lincoln Middle School; and

WHEREAS, the 2015 Transportation System Plan identified significant sidewalk gaps on arterial and collector streets including E. Harrison Avenue between South 1<sup>st</sup> and 3<sup>rd</sup> Streets; and

WHEREAS, the City Council has prioritized the safety of the youth traveling to and from school; and

WHEREAS, pursuant to Cottage Grove Municipal Code, "It is the duty of any person owning any lot, parcel of land or portion of land adjoining a street within the corporate limits of the city to construct, repair, or improve the adjacent sidewalk when required by order of the City Council" (12.08.010); and

WHEREAS, the City Council has reviewed the sidewalk needs and prioritized those sidewalks needing construction, repair or improvement.

NOW, THEREFORE, BE IT RESOLVED that the Cottage Grove City Council determines that the sidewalks adjacent to the properties identified in Exhibit A, attached hereto and incorporated herein, need to be constructed, repaired or improved, and further orders that those identified sidewalks be constructed, repaired or improved on or before June 16, 2017.

BE IT FURTHER RESOLVED that, within 20 days of this order, the City Recorder shall notify the owners of the properties identified in Exhibit A in writing of the City Council's order to construct, repair or improve the sidewalks adjacent to their properties by June 16, 2017.

BE IT FURTHER RESOLVED that, prior to May 16, 2017, the City Engineer shall issue a notice pursuant to Cottage Grove Municipal Code Section 12.08.030 to the owners of the properties identified in Exhibit A to complete the sidewalk work within thirty days after service of the City Engineer's notice. The notice shall also state that, if the property owner refuses or

neglects to construct, repair, or improve the sidewalk within the thirty-day time period, the city may do the sidewalk work and assess the cost of the work against the property adjacent to the sidewalk.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 12<sup>TH</sup> DAY OF DECEMBER, 2016.

\_\_\_\_\_  
Thomas C. Munroe, Mayor  
Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Richard Meyers, City Manager  
Dated: \_\_\_\_\_

RESOLUTION \_\_\_\_\_  
EXHIBIT A  
SIDEWALK CONSTRUCTION / IMPROVEMENTS

**Harrison Avenue from River Road to Highway 99**

*South Side*

South 1<sup>st</sup> Street intersection – Handicap Ramp and install crosswalk  
105 Harrison Avenue – Missing Sidewalk  
133 Harrison Avenue – Missing Sidewalk  
145 Harrison Avenue – Missing Sidewalk  
155 Harrison Avenue – Missing Sidewalk  
South 2<sup>nd</sup> Street intersection – Handicap Ramp and install crosswalk  
Empty lot on SW corner of Harrison and Hwy99 – Missing Sidewalk

*North Side*

South 1<sup>st</sup> Street intersection – Handicap Ramp and install crosswalk  
136 Harrison Avenue – Missing Sidewalk  
831 S. 2<sup>nd</sup> Street – Missing Sidewalk on Harrison Avenue Side  
South 2<sup>nd</sup> Street intersection – Handicap Ramp and install crosswalk  
South 3<sup>rd</sup> Street intersection – Install crosswalk

**South 4<sup>th</sup> Street from Highway 99 to Taylor Avenue**

*West Side*

1119 South 4<sup>th</sup> Street – Tripping Hazard (Tree uplifting sidewalk)  
1121 South 4<sup>th</sup> Street – Missing Sidewalk  
1215 South 4<sup>th</sup> Street – Missing Sidewalk  
1241 South 4<sup>th</sup> Street – Driveway approach to comply with ADA Standards  
Taylor Avenue Intersection – Mid Block style Handicap Ramp

*East Side*

1124 South 4<sup>th</sup> Street – Old concrete recommend replacing  
1128 South 4<sup>th</sup> Street – Old concrete recommend replacing  
1240 South 4<sup>th</sup> Street – Old concrete recommend replacing  
1104 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1114 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1118 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1128 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1148 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1200 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards  
1226 South 4<sup>th</sup> Street - Driveway approach to comply with ADA Standards

**South 4<sup>th</sup> Street from Taylor Avenue to Fillmore Avenue**

*West Side (West of Triangle Park)*

Fillmore Avenue intersection – Mid-Block style Handicap Ramp and install crosswalk

*East Side (East of Triangle Park)*

1330 South 4<sup>th</sup> Street – Missing Sidewalk (May need to remove tree)

1404 South 4<sup>th</sup> Street – Missing Sidewalk

1419 South 4<sup>th</sup> Street – Missing Sidewalk

1429 South 4<sup>th</sup> Street – Missing Sidewalk

1446 South 4<sup>th</sup> Street – Missing Sidewalk

1460 South 4<sup>th</sup> Street – Missing Sidewalk

Fillmore Intersection – Handicap Ramp and install crosswalk

**South 4<sup>th</sup> Street from Fillmore Avenue to Grant Avenue**

*West Side*

1565 South 4<sup>th</sup> Street – Missing Sidewalk

1765 South 4<sup>th</sup> Street – Missing Sidewalk

1776 South 4<sup>th</sup> Street – Missing Sidewalk

Grant Avenue Intersection – Handicap Ramps on all 4 corners and install crosswalks

*East Side*

Fillmore Intersection – Handicap Ramp and install crosswalk

1506 South 4<sup>th</sup> Street – Missing Sidewalk

1540 South 4<sup>th</sup> Street – Missing Sidewalk

1578 South 4<sup>th</sup> Street – Missing Sidewalk

1616 South 4<sup>th</sup> Street – Missing Sidewalk

1630 South 4<sup>th</sup> Street – Missing Sidewalk

1650 South 4<sup>th</sup> Street – Missing Sidewalk

1722 South 4<sup>th</sup> Street – Missing Sidewalk

1730 South 4<sup>th</sup> Street – Missing Sidewalk

1740 South 4<sup>th</sup> Street – Missing Sidewalk

1750 South 4<sup>th</sup> Street – Missing Sidewalk

1760 South 4<sup>th</sup> Street – Missing Sidewalk

Grant Avenue Intersection – Handicap Ramps on all 4 corners and install crosswalks

**Grant Avenue from South 4<sup>th</sup> Street to South 6<sup>th</sup> Street**

*North Side*

South 6<sup>th</sup> Street Intersection – Handicap Ramp and install crosswalk

*South Side*

South 6<sup>th</sup> Street Intersection – Handicap Ramp and install crosswalk

**Fillmore Avenue from South 4<sup>th</sup> Street to South 6<sup>th</sup> Street**

*North Side*

1460 South 4<sup>th</sup> Street on Fillmore Avenue side – Missing Sidewalk

416 Fillmore Avenue – Missing Sidewalk

426 Fillmore Avenue – Missing Sidewalk

438 Fillmore Avenue – Missing Sidewalk

South 6<sup>th</sup> Street Intersection – Handicap Ramp

*South Side*

South 4<sup>th</sup> Street Intersection – Handicap Ramp and install crosswalk

1506 South 4<sup>th</sup> on Fillmore Avenue side – Missing Sidewalk

411 Fillmore Avenue – Missing Sidewalk

413 Fillmore Avenue – Missing Sidewalk

South 5<sup>th</sup> Street Intersection – Handicap Ramps both sides and install crosswalk

South 6<sup>th</sup> Street Intersection – Handicap Ramp