

# City of Missoula

# Sidewalk Program

Public Works & Mobility Department  
Surface Transportation



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# Why Sidewalks?

*Streets and their sidewalks -  
the main public places of a city  
- are its most vital organs.*

— Jane Jacobs



# Why Sidewalks?

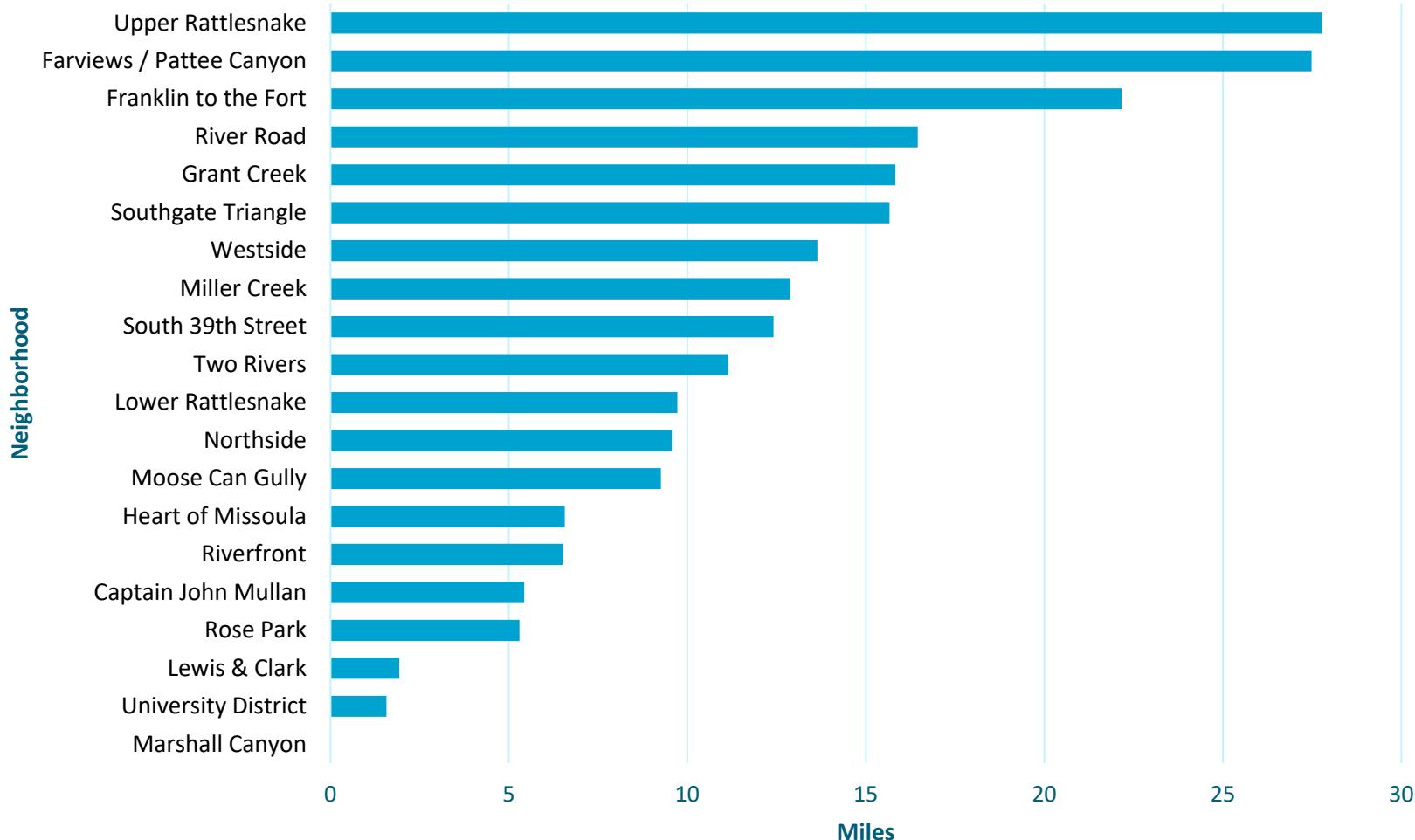
- Provide safe, convenient, and accessible facilities for people of all ages
- Better manage stormwater and drainage
- Establish appropriate on-street parking
- Provide access to adjacent neighborhoods, schools, and parks and
- Provide for improved cross-city travel

## City's Complete Streets Policy:

[www.ci.missoula.mt.us/DocumentCenter/View/63717/Complete-Streets-Policy--Resolution-8098](http://www.ci.missoula.mt.us/DocumentCenter/View/63717/Complete-Streets-Policy--Resolution-8098)



# Miles of Missing Sidewalks by Neighborhood (2018)



# City Council Authority

Montana Code Annotated 7-14-4109

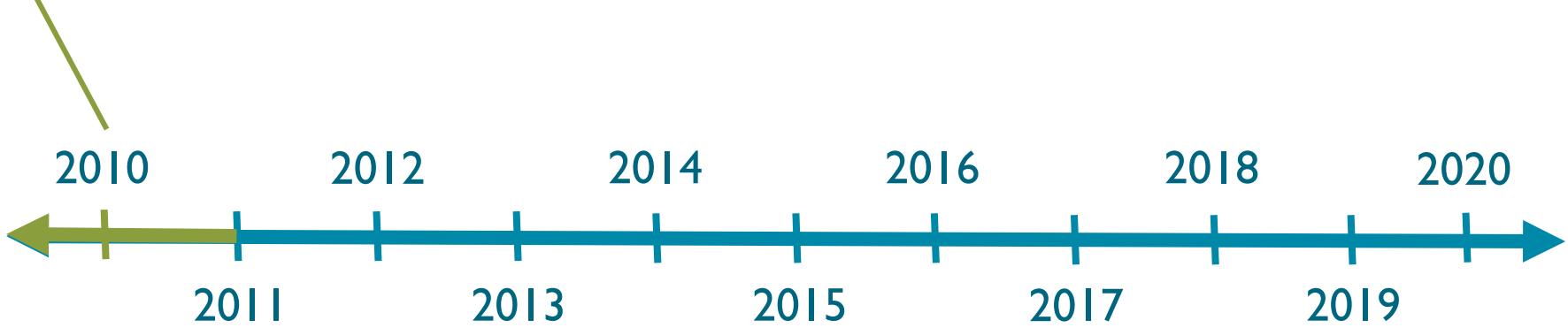
- City council may order sidewalks, curbs, gutters, and alley approaches to be constructed in front of any lot or parcel of land
- Requires written notice to the landowner. Owner may construct, or after 30 days, City may construct and assess costs
  - Sidewalk notification process:  
[www.ci.missoula.mt.us/DocumentCenter/View/60038/Sidewalk-Project-Order-Process](http://www.ci.missoula.mt.us/DocumentCenter/View/60038/Sidewalk-Project-Order-Process)
- Further defined in MMC 12.10, including repair and replacement where deemed hazardous/dangerous to public safety by the City Engineer

# Current Programs

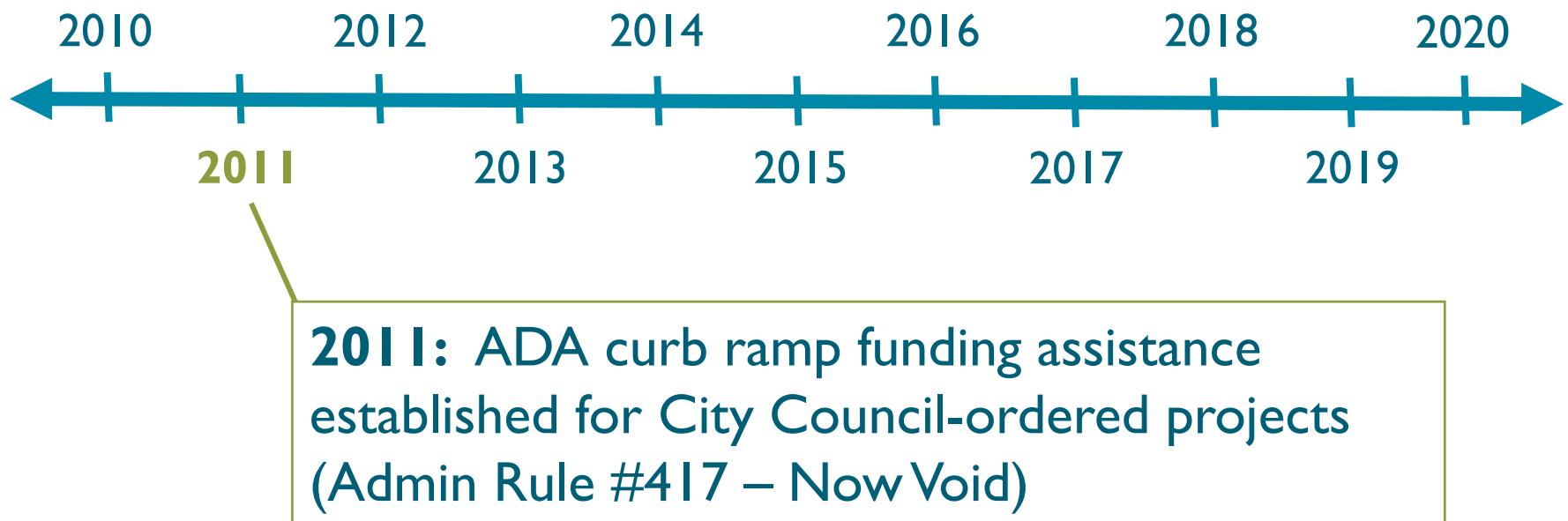
- Right-of-Way Special Improvements Assessment Program (“Sidewalk Program”)
  - Capital Improvement Program (CIP) Projects
- Hazardous Sidewalk Program
- Annual Miscellaneous Assessment Parcels Program

# Curb/Sidewalk Program History

**Pre-2011:** Property owners assessed for 100% of required curb & sidewalk associated improvements

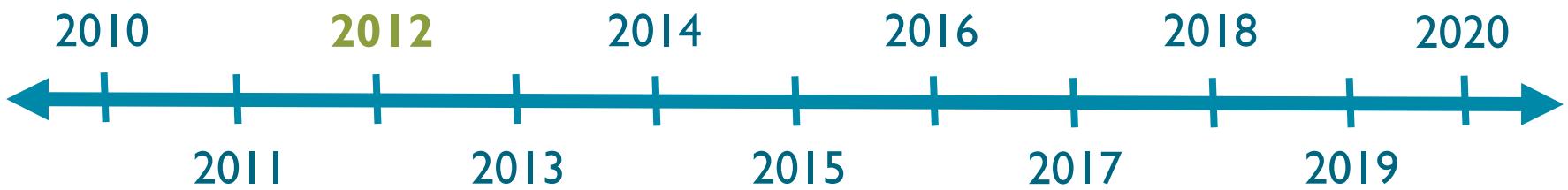


# Curb/Sidewalk Program History



# Curb/Sidewalk Program History

**2012:** Funding assistance established for City Council-ordered projects – up to \$11,500 (Res. 7736)

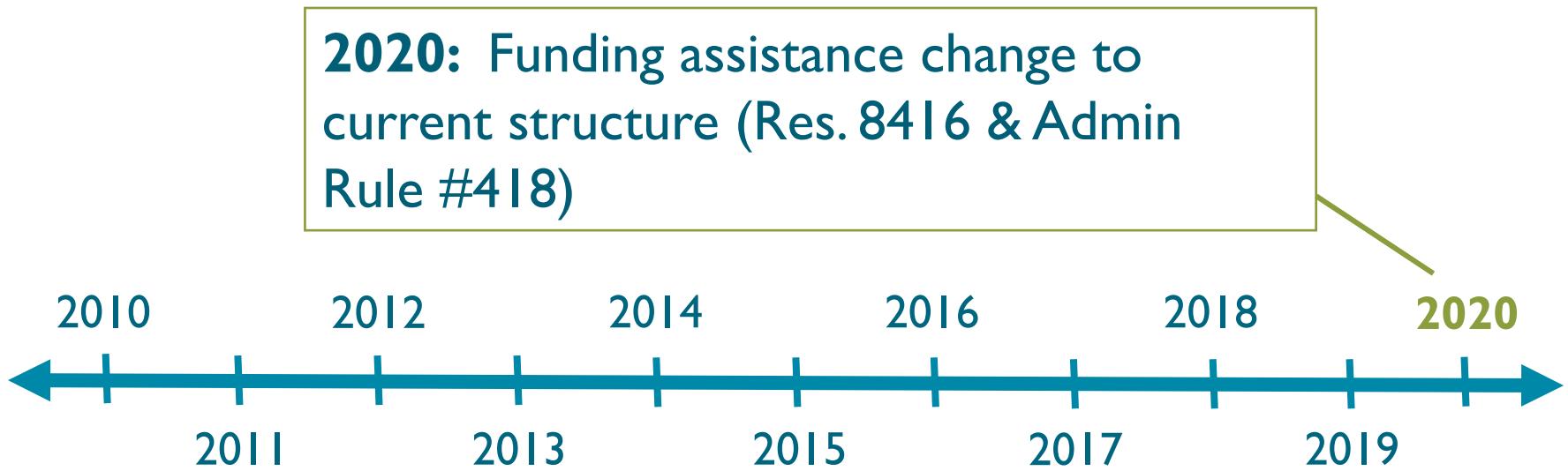


# Curb/Sidewalk Program History



**2017:** Funding assistance changes –  
property owner eligible for up to \$16,500 of  
assistance (Res. 8168)

# Curb/Sidewalk Program History



# Right-of-Way Special Improvements Assessment Program

## Goals

- Improve pedestrian and bicycle safety
- Encourage pedestrian and bicycle travel
- Increase neighborhood connectivity
- Improve accessibility for all users



# Right-of-Way Special Improvements Assessment Program

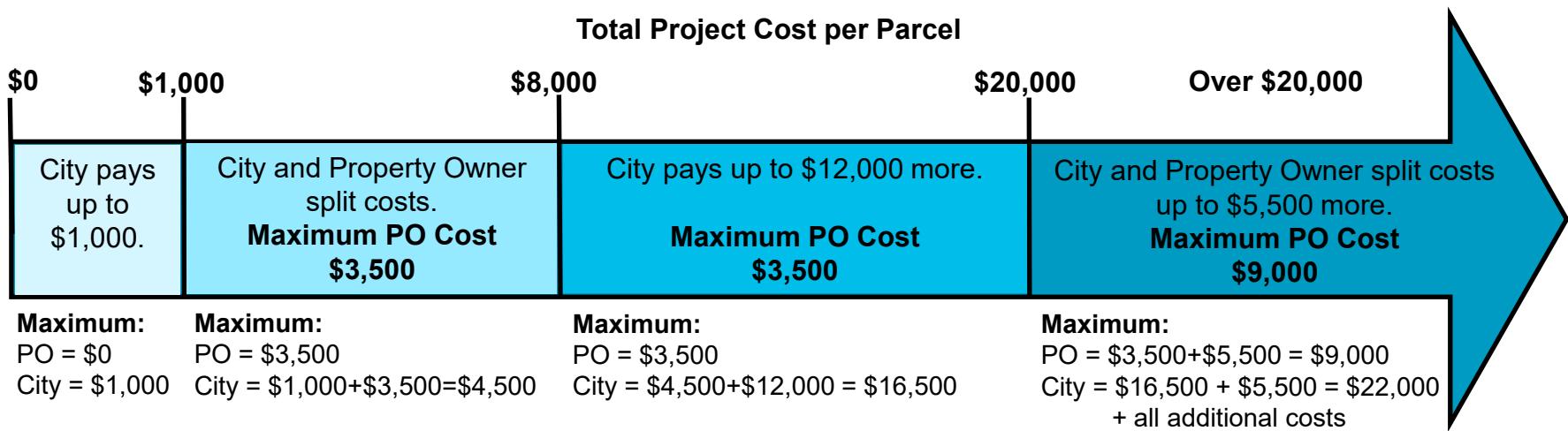
- Installs sidewalks where none exist
- Replaces broken, deteriorated, and hazardous sidewalks
- Applies to established neighborhoods
- Complete Street Improvements
  - sidewalks
  - curb & gutter
  - street trees
  - ADA improvements
  - traffic calming



# Funding Structure

## Right-of-Way Special Improvements Assessment Program

### Property Owners (PO) with 1- and 2-Family Dwellings



# Example

## Estimated Quantities:

994.00 Square Foot, Install 4 inch sidewalk

1,390.00 Square Foot, Install geotextile fabric

35.00 Cubic Yard, Place top soil

384.00 Square Foot, Install 6 inch sidewalk

24.00 Lineal Foot, Install 4" Irrigation Sleeve

1.00 Each, Remove/Replace Mailbox

132.00 Square Foot, Remove 6 inch sidewalk

1.00 Lump Sum, Trim tree or hedge

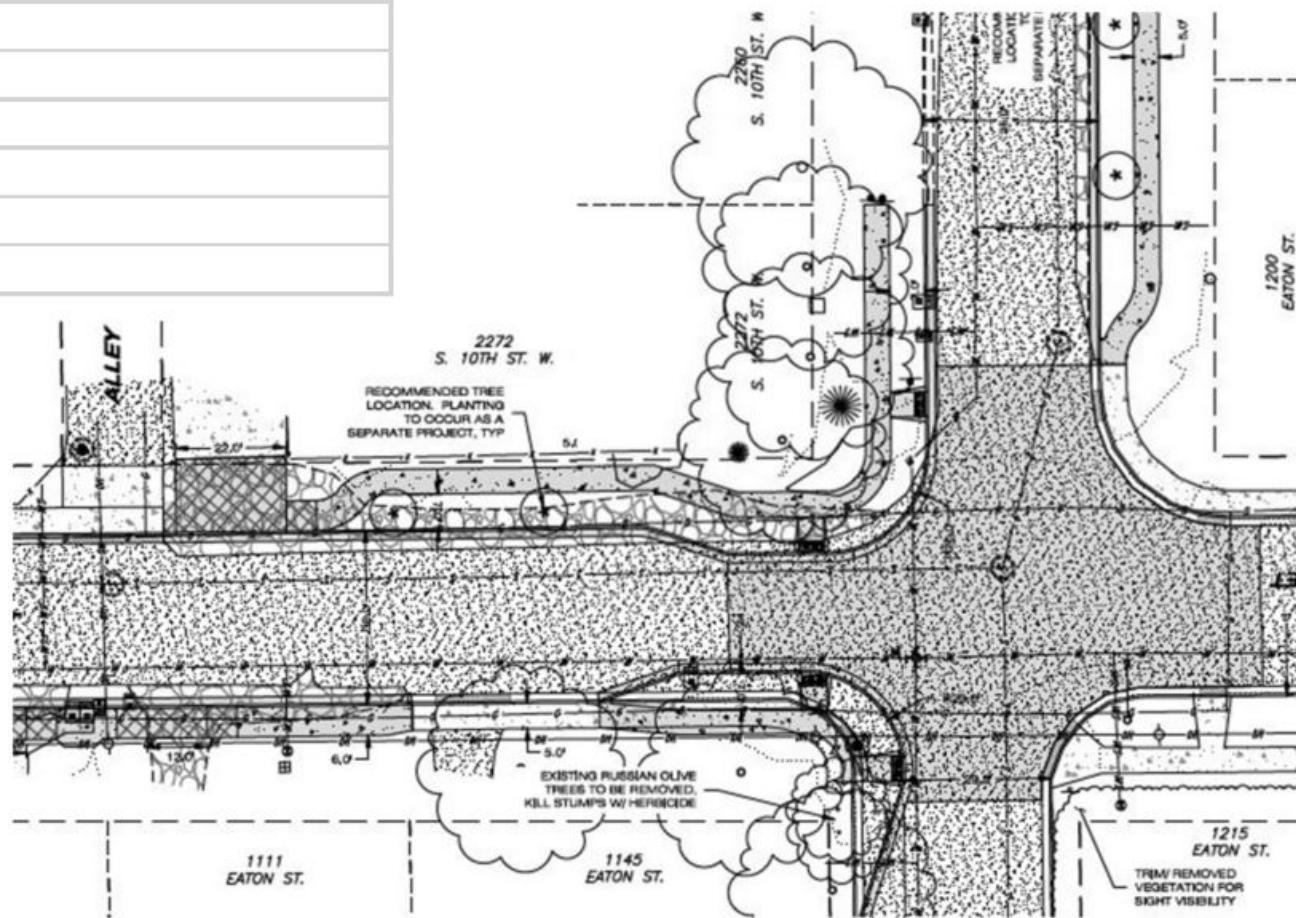
**Total Cost: \$19,153.05**

**City Funding Assistance:**

**\$15,653.05**

**Property Assessment:**

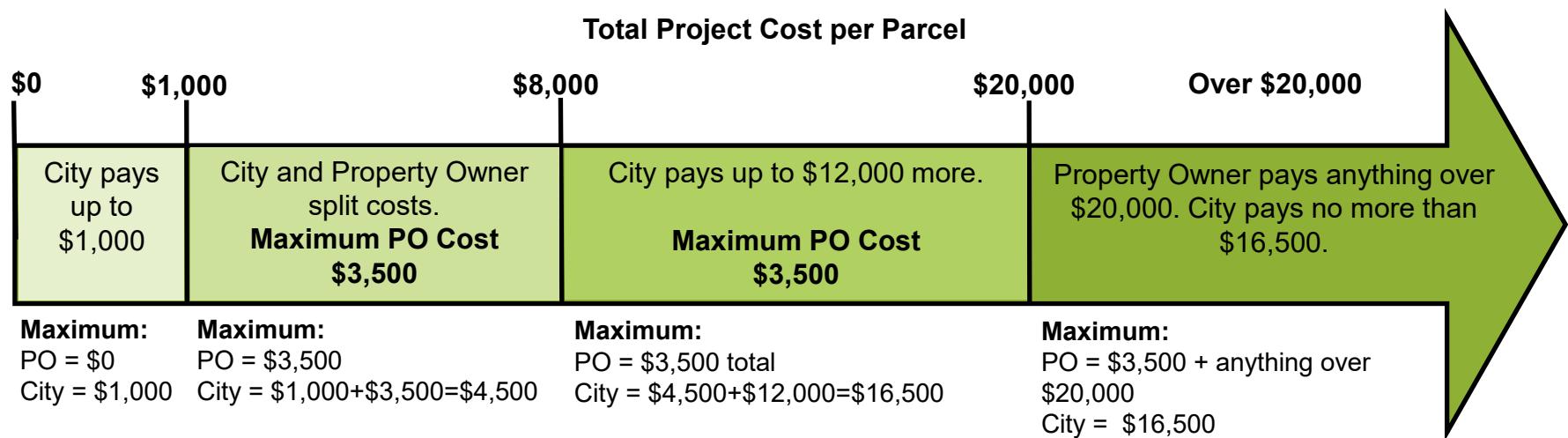
**\$3,500.00**



# Funding Structure

## Right-of-Way Special Improvements Assessment Program

### Property Owners (PO) with Multi-Family, Commercial, or Industrial Dwellings



# Assessment Process

**On City website at:** [www.ci.missoula.mt.us/2839/Transportation-Projects](http://www.ci.missoula.mt.us/2839/Transportation-Projects)

## Public Outreach Process

**(Outlined in PWM Admin Rule #410)**

1. Informational letter, postcard, or other mailing
  - Outlines proposed project
  - May hold neighborhood meeting
2. Possible neighborhood meeting
  - May coincide with neighborhood council meeting
3. Six formal letters to property owners with assessments

# Assessment Process

## Letters to Property Owners

### Letter #1 – Notification of project

- Project drawing
- Estimated work quantities, cost, and funding assistance
- Invitation to PW Committee meeting for Resolution to Order

# Assessment Process

## Letter #2 – Project ordered

- Certified letter
- Notification of Council approval
- Estimated cost
- Payment options
  - Full payment or 8-, 12-, or 20-year assessment
- Info on low income (based on HUD) & high assessment deferrals (over \$6,000)
- Construction options
  - Owner chooses contractor
  - City chooses lowest qualified contractor

# Assessment Process

## **Letter #3 –Confirmation of order & bid award consideration**

- Revised cost estimate for parcels
- PW Committee meeting info for Resolution to Confirm Order and bid award

# Assessment Process

## Letter # 4 – Revised order and bid award

- Certified letter
- Revised cost estimate
- Contractor info
- Estimated start & end dates

# Assessment Process

## Letter #5 – Construction completed

- Final cost
- Estimate of semi-annual assessment payments
- Final choice of payment method (full or 8, 12, or 20 years)

# Assessment Process

## Letter #6 – Notice of tax levy

- City Clerk's official notice
- Mailed in September before tax levies assessed

## Detailed process explanation:

[www.ci.missoula.mt.us/2839/Transportation-Projects](http://www.ci.missoula.mt.us/2839/Transportation-Projects)

# Hazardous Sidewalk Program

- Initiated by citizen complaints
- Property owner pays 100% of costs
- Eligible for City financing (no subsidy)
- Deferred loans (low income) & high assessment deferments (over \$6,000) also available

# Annual Miscellaneous Assessment Parcels Program

- Private development using City financing
- Repair orders (hazardous sidewalks) using City financing
- Property owner-initiated installation – using City financing (no subsidy)
  - Deferred loans (low income) & high assessment deferments (over \$6,000) also available
  - Property owner-initiated installation – using City financing (no subsidy)

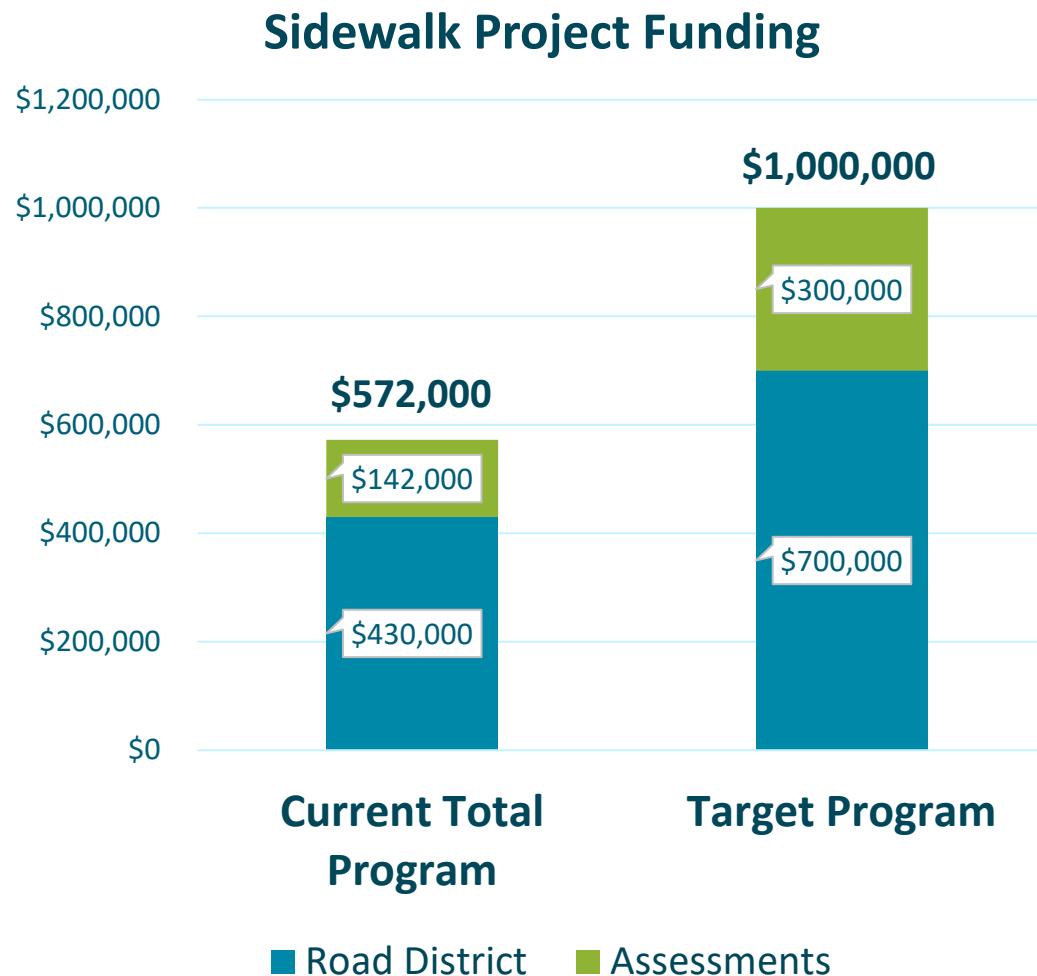
# Budget & Funding

- Council sets budgets through the Capital Improvement Program (CIP). Transportation CIP categories:
  - Sidewalks & Mobility Program
  - Roadway Improvements Program
  - Parks Projects
  - Federal Aid Projects
- Projects are prioritized and recommended by staff based on:
  - Plan Conformity
  - Connectivity
  - Access
  - Safety (2x)
  - Equity (2x)
  - Leverage
  - Readiness

# Budget & Funding

- Typical Sidewalks & Mobility Program Funding
  - Road District
  - Bridge and Road Safety and Accountability Act (BaRSAA)
  - Transportation Impact Fees
  - Tax Increment Financing (MRA)
  - Property Assessments
- CIP projects are approved during the annual budget process

# Budget & Funding



For information on current projects and additional Sidewalk Program resources, visit

[www.ci.missoula.mt.us/2839/Transportation-Projects](http://www.ci.missoula.mt.us/2839/Transportation-Projects)

*City of Missoula*

**PUBLIC WORKS  
& MOBILITY**

