

City of Missoula

Sidewalk Program

Public Works & Mobility Department
Surface Transportation



Contents

- Why Sidewalks?
- Miles of Missing Sidewalks by Neighborhood
- Council Authority
- Current Programs
- Program History
- Current Funding Structure
- Assessment Process
- Budget & Funding

Why Sidewalks?

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

— Jane Jacobs



Why Sidewalks?

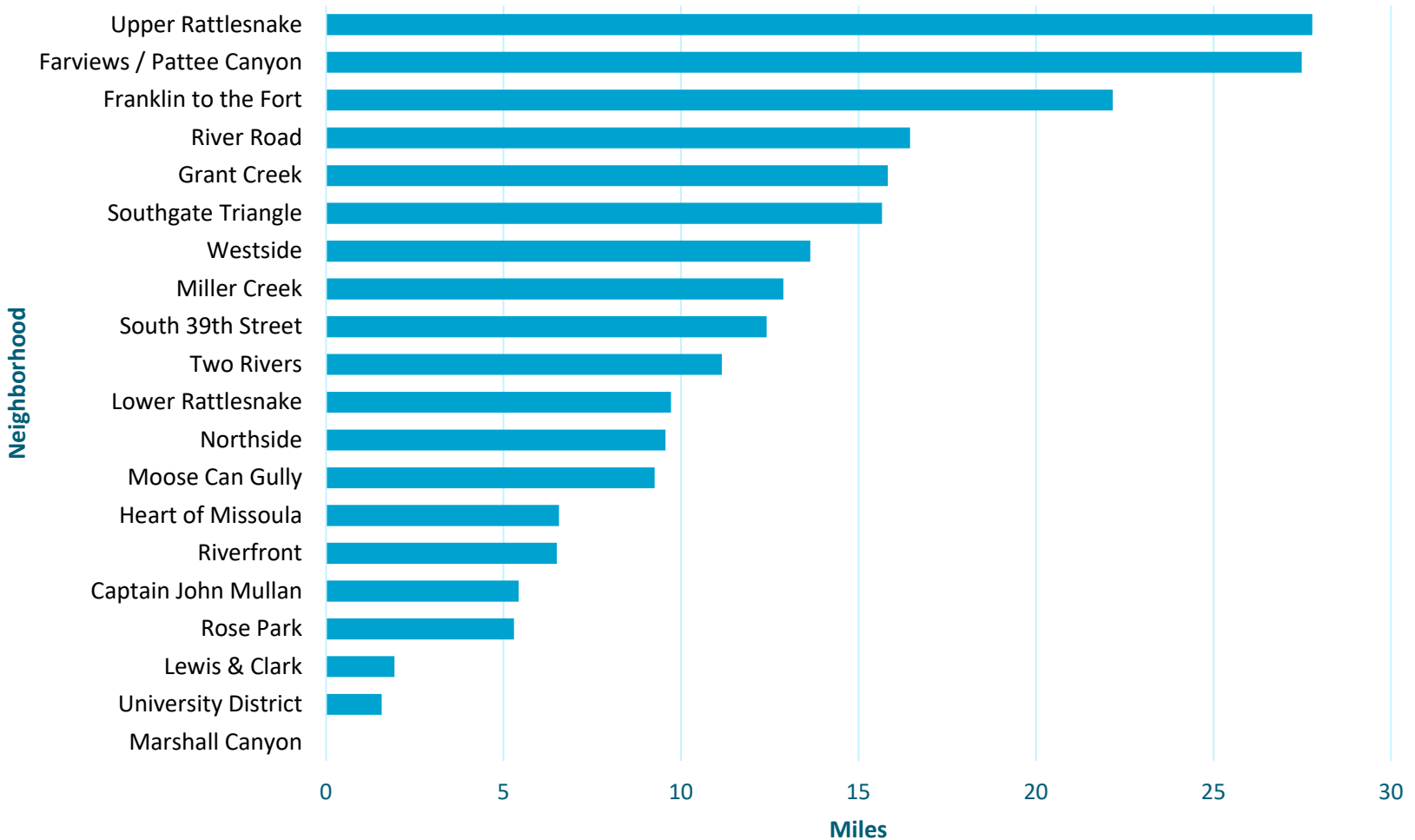
- Provide safe, convenient, and accessible facilities for people of all ages
- Better manage stormwater and drainage
- Establish appropriate on-street parking
- Provide access to adjacent neighborhoods, schools, and parks and
- Provide for improved cross-city travel

City's Complete Streets Policy:

www.ci.missoula.mt.us/Documents/View/63717/Complete-Streets-Policy--Resolution-8098



Miles of Missing Sidewalks by Neighborhood (2018)



City Council Authority

Montana Code Annotated 7-14-4109

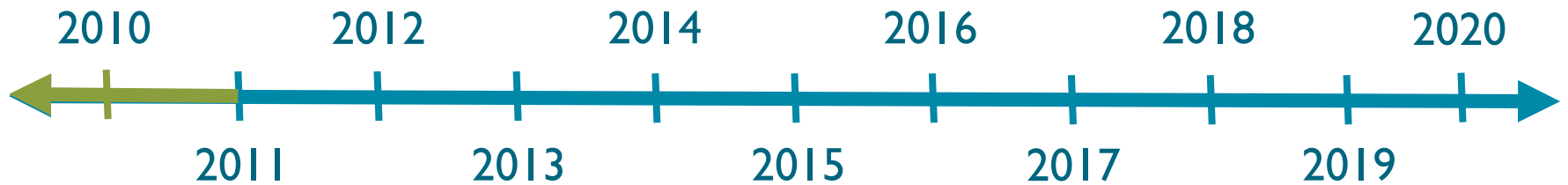
- City council may order sidewalks, curbs, gutters, and alley approaches to be constructed in front of any lot or parcel of land
- Requires written notice to the landowner. Owner may construct, or after 30 days, City may construct and assess costs
 - Sidewalk notification process:
www.ci.missoula.mt.us/DocumentCenter/View/60038/Sidewalk-Project-Order-Process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

Current Programs

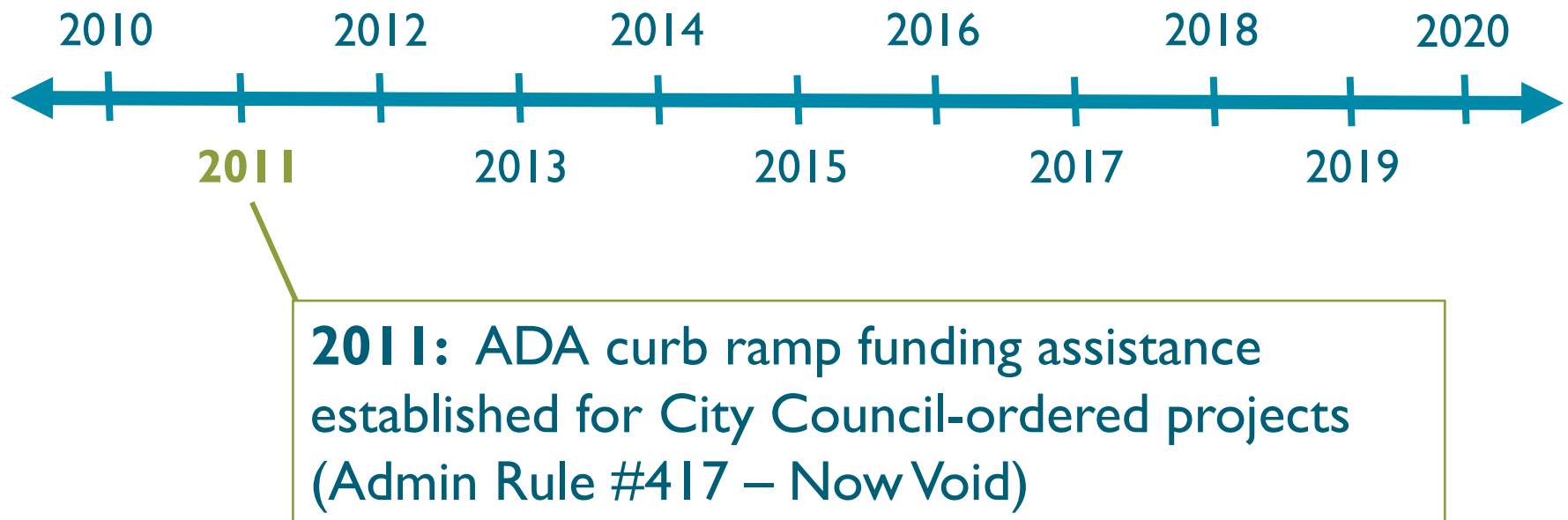
- Right-of-Way Special Improvements Assessment Program (“Sidewalk Program”)
 - Capital Improvement Program (CIP) Projects
- Hazardous Sidewalk Program
- Annual Miscellaneous Assessment Parcels Program

Curb/Sidewalk Program History

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

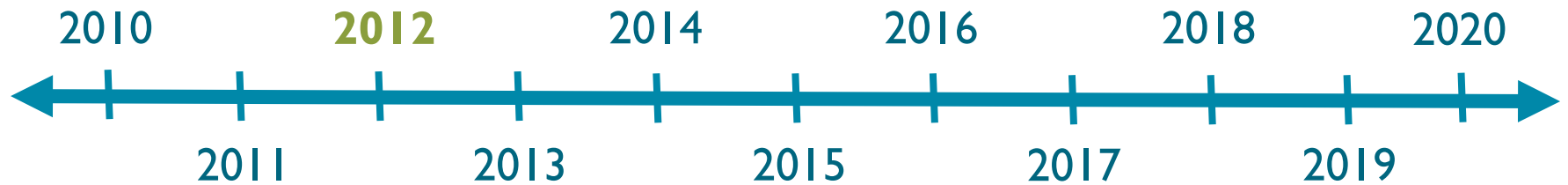


Curb/Sidewalk Program History

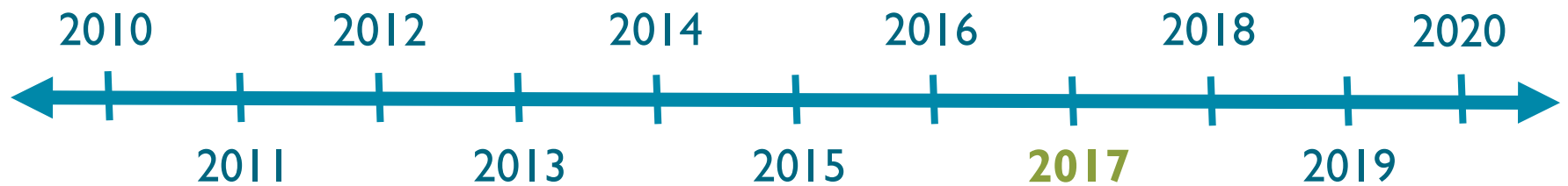


Curb/Sidewalk Program History

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



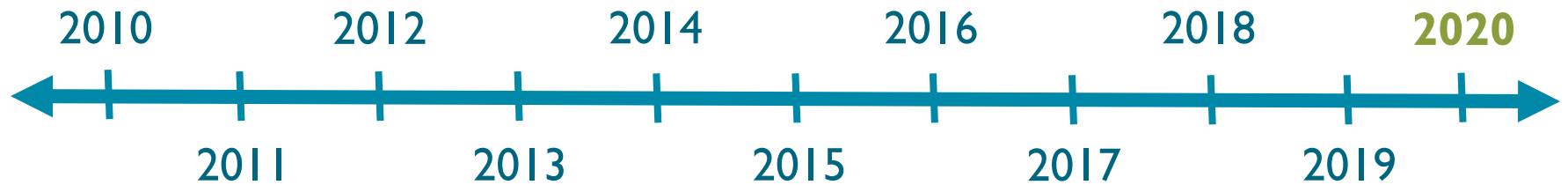
Curb/Sidewalk Program History



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

Curb/Sidewalk Program History

2020: Funding assistance change to current structure (Res. 8416 & Admin Rule #418)



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

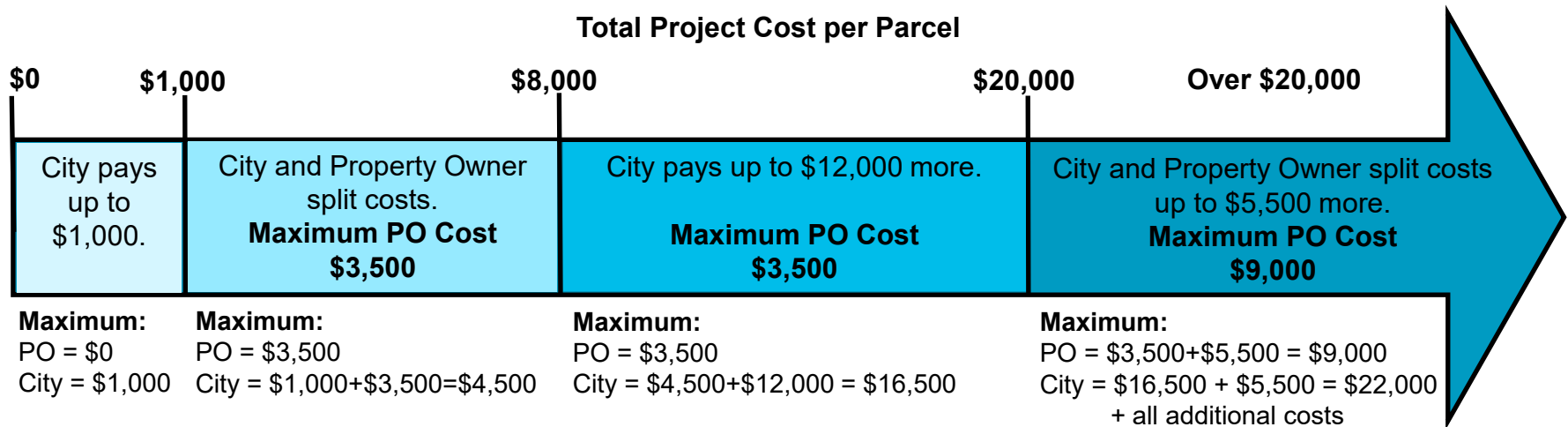
- Installs sidewalks where none exist
- Replaces broken, deteriorated, and hazardous sidewalks
- Applies to established neighborhoods
- Complete Street Improvements
 - sidewalks
 - curb & gutter
 - street trees
 - ADA improvements
 - traffic calming



Funding Structure

Right-of-Way Special Improvements Assessment Program

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

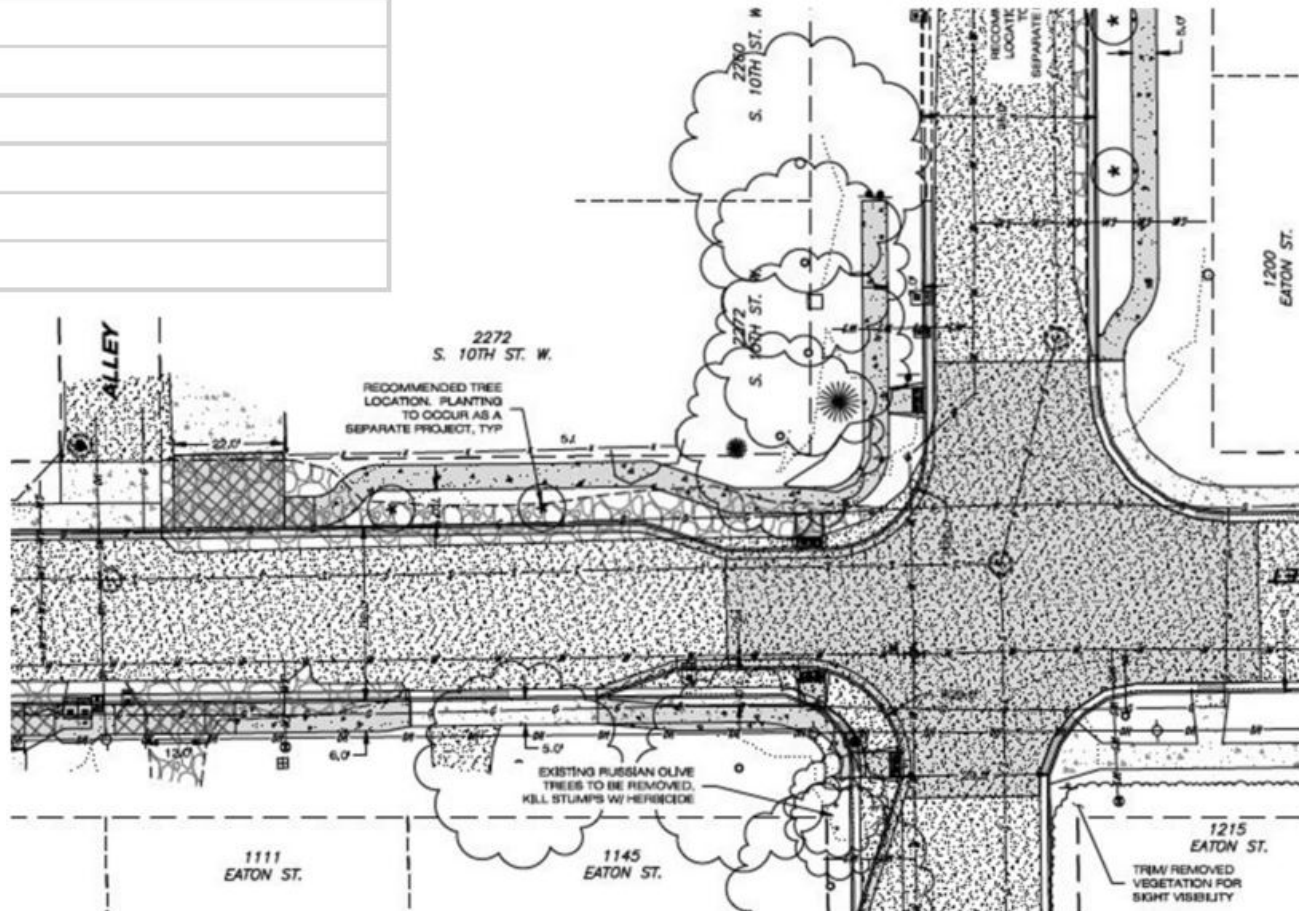


Example

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

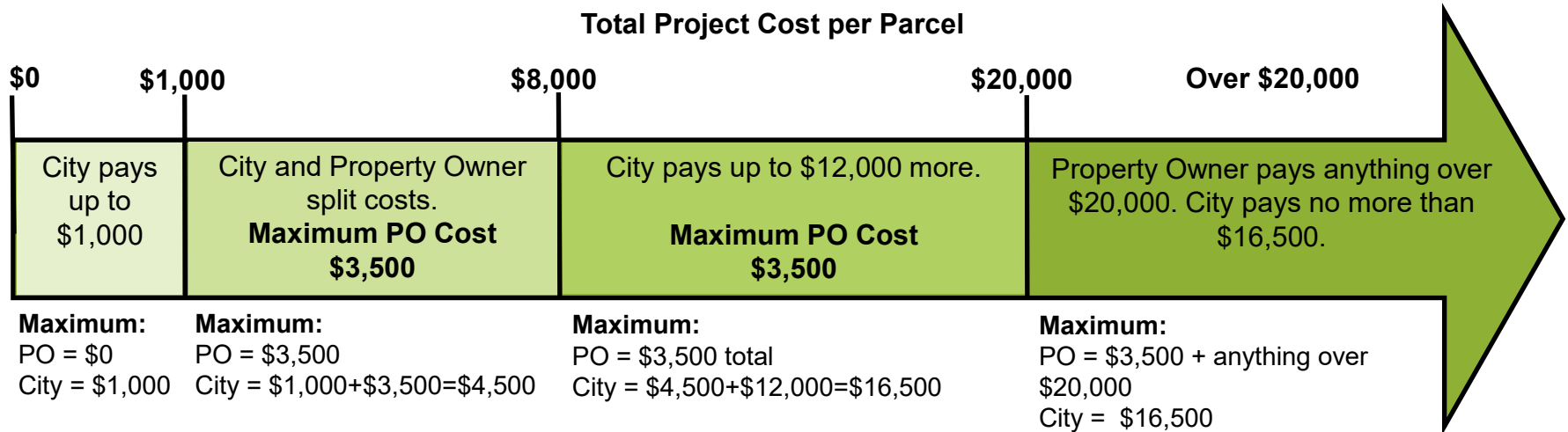
Total Cost: \$19,153.05
City Funding Assistance:
\$15,653.05
Property Assessment:
\$3,500.00



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

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 deferments (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

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)

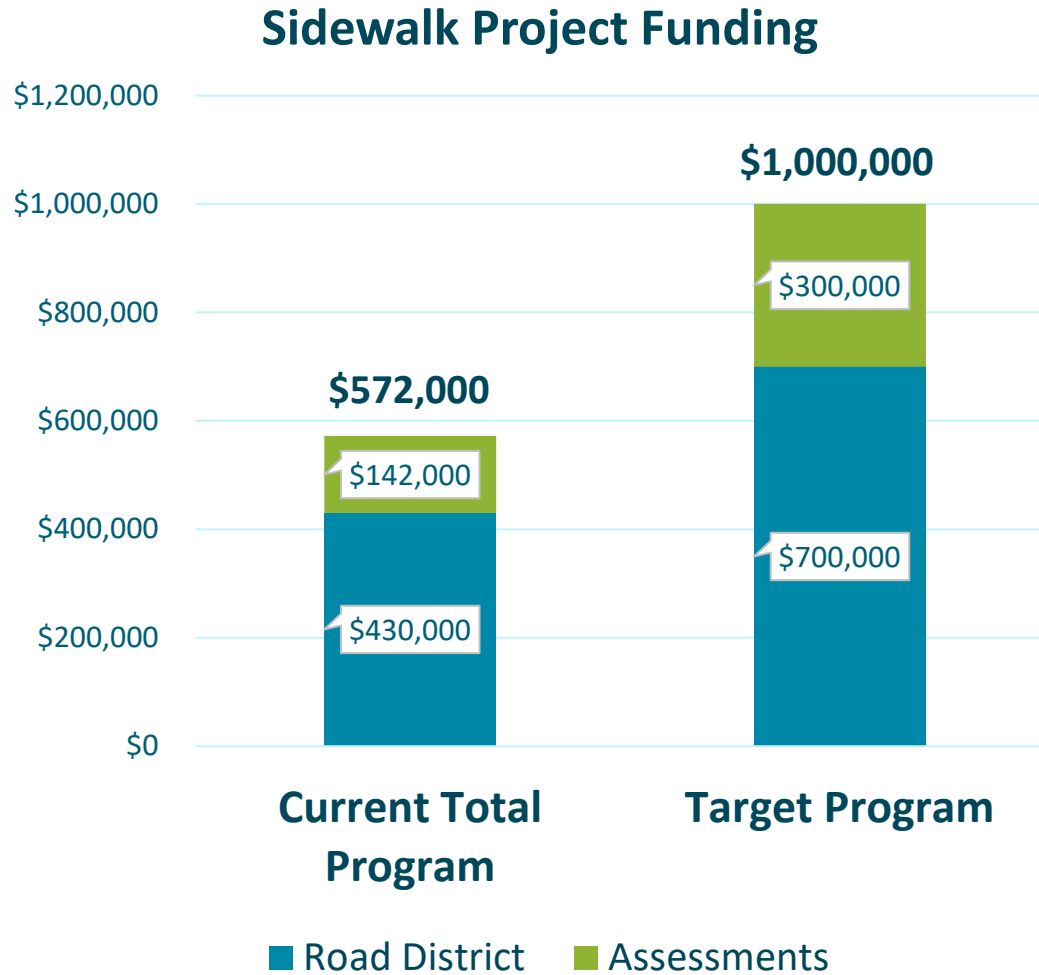
Budget & Funding

- 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

