



MOUNTAIN HOUSE COMMUNITY SERVICES DISTRICT

*“To Provide Responsive Service to our Growing Community
that Exceeds Expectations at a Fair Value”*

STAFF REPORT

AGENDA TITLE: General Manager Update on District Activities

MEETING DATE: October 14, 2020

PREPARED BY: Steven J. Pinkerton, General Manager

COVID -19 Response

On September 29, 2020 the State of California announced that San Joaquin County had met the COVID-19 two-week threshold to move from Tier 1 (widespread) to Tier 2 (substantial). The Town Hall and Library will remain closed to the public while we complete and implement our guidelines for a safe, orderly, and measured return to normal operations. Protecting our staff, residents and business partners is of utmost importance. Protocols will include requiring face coverings in our buildings, maintaining social distancing, providing hand disinfectant stations, conducting meetings virtually, working remotely, staggering schedules, and limiting hours of operation and capacity. While we are not in a position yet to open to the public, we have installed additional plexiglass shielding at the first-floor service counter and at the Board room dais. We will install social distancing decals on the floors in the customer service area.

I continue to receive weekly updates from the San Joaquin County Public Health Department and periodically discuss best practices with other City Managers in the region. I expect to have a countywide meeting soon to discuss public building reopening protocols.

Utility billing and collection continues to be impacted by Governor Newsom’s Executive Order which suspends water shutoffs during the COVID-19 health emergency. We are suspending late fees and shut offs for non-payment of utility bills. The amounts owed are not being forgiven, therefore we anticipate many requests for payment plan options.

We continue to update the District website with links to COVID-19 related materials. Besides including District-specific information, you can also access important materials from the County’s Public Health Department, the Governor’s office, and the pertinent County and State orders related to COVID-19. We are providing more COVID-related information on our home page as it becomes available.

Public Parks

In accordance with California guidelines, we have posted signage at parks encouraging that visitors comply with face covering and social distancing protocols and limit their stay to thirty minutes when others are waiting. Park restrooms remain closed. Recreation programs and rentals of District facilities will remain on hold until the County achieves a Tier that warrants an easing of restrictions.

Election Ballot Drop Off Box

The County Registrar of Voters delivered a Ballot Drop Off Box to the District on October 6th. It has been placed in the Central Lobby between the Town Hall and the Library. The Lobby will be accessible to the public at the following times:

Mondays, Tuesdays and Wednesdays: 7am – 6pm

Thursdays and Fridays: 7am to 5pm

On Election Day, November 3rd, it will be accessible between 7am and 8pm.

Risk Management/Human Resources

Nicole Adamo, District Clerk, is nearing completion of a comprehensive risk management program. Nicole has been working with Bonnie Kolesar of Management Strategies Group (MSG) to conduct a risk assessment of our current risk management program. Nicole is also preparing the return to work protocols discussed above. Staff meets weekly to discuss risk assessment and avoidance.

Nicole is working with our labor negotiator to review and update the District's personnel policy. This project will help reduce potential liabilities, ensure compliance with federal and state requirements, and result in the development of procedures that will make our processes more professional, efficient and consistent.

Nicole is also coordinating a salary survey for French Camp McKinley Fire District staff assigned to the District as approved by the Board on July 8, 2020.

New Principal Planner

We have been successful in recruiting a very experienced professional for the new position of Principal Planner. ***Rochelle Henson*** started with Mountain House on September 28th.

Rochelle is a graduate of California Polytechnic University, majoring in City and Regional Planning. She has over 20 years of experience in city planning, working for the cities of Roseville, Oakley, and for the past 12 years, the City of Manteca. In Manteca, Rochelle was the Senior Planner and worked on large-scale planning entitlement projects including annexations, general plan amendments, rezoning, planning development, master plans, specific plans, tentative and final maps, and site plan approvals. In her role, she coordinated with the Planning Commission and City Council.

We expect that Rochelle will lead the advanced planning and entitlement process in Mountain House and coordination with all developers.

Administrative Services

Staff has been trained on the use of Open Town Hall. Nicole Adamo and Angel Lamb, Recreation/Communications Coordinator, are taking the lead in the on-going upkeep of this program. We will use Open Town Hall to provide information to the public about District operations and development activity. We will also use the program to conduct surveys and educate and engage the community.

To view the responses to on-line surveys, go to the following link:

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https://www.opentownhall.com/portals/391/forum_home_and click on one of the surveys.

Thomas Retchless, Finance Director, and Denae DeGough, Accounting Manager, are working with Richardson & Co. to complete the annual financial audit. We expect to have the audit completed by November 2020. The timeliness of the audit has continued to improve over the last few years.

Thomas is also working on finalizing year-over-year financial information presentations for the OpenGov portal. This program will be available on line with access on our website. OpenGov will provide the community current and transparent information on the District's financial transactions. We plan to include a demonstration of OpenGov at a future Board meeting.

District Website

As technology evolves, our website is nearing the end of its useful life. Staff has retained MoreThanTalk, LLC to assist with a thorough review and update of the District's website. Angel Lamb, Recreation/Communications Coordinator and Nicole Adamo will be working with the consultant and District staff to help frame our needs and vision for the website. Staff has received demos from two vendors; the features and ease of use were promising.

Our goal is to design a site that is informative, up-to-date, easy to navigate and maintain, internally consistent, and pleasing to view. Departments will be expected to contribute content by describing areas of responsibilities, providing on-line forms and FAQs, and giving updates on developments that will impact residents, such as road closures during construction. We will be sharing the beta site with the Board as it becomes available. We expect to complete the project within a year.

Update on the sewer backup at the Town Hall and Library

On Thursday July 30, 2020 there was a blockage in the sanitary sewer lateral connection to the main sewer line in the secured parking lot. The blockage caused most of the drains on the first floor to flood the floor surfaces around them. We contacted ServPro and they cleaned up the flooded areas, shampooed the carpets and assessed the damage.

Staff, Inframark, Teichert, and Reeves Knight came to the site and determined that it was a lateral issue and released the pressure by opening the clean-out in the planter area, which stopped the flooding.

Nicole Adamo contacted SDRMA, our insurance carrier, to report the incident and file a claim. Nicole requested that ServPro return and make a formal assessment of damages to carpet, baseboards and sheetrock. ServPro removed damaged carpet and sheetrock and installed fans to help remove moisture from the floors and walls. We have received bids for the carpet replacement and will be proceeding with the project shortly.

Town Hall and Library Operations

We are looking forward to celebrating the long-overdue grand opening of our new facilities. We are coordinating the Grand Opening event with our partners at Stockton/San Joaquin Library.

Once the current COVID-19 restrictions are relaxed and we can ensure the safety of our residents in a large gathering, we will be scheduling a date for the Grand Opening.

In the meantime, Library staff instituted lobby service on June 11, 2020. Services provided included:

- Table at front door to assist customers
- Retrieval of hold items
- Retrieval of items from shelves
- Quick reference/referral service

Because of the transition to Tier 2 COVID status, the library may be able to offer access to the building with all of the protocols listed at the beginning of this report, including limited capacity. We will be working with the Library system to coordinate re-opening protocols with the District's practices.

The Link+ borrowing system, an agreement the library has with 52 other systems to share materials, had been closed since early spring. It re-opened on July 27th. Now customers have access once again to materials throughout that system. Operating hours for the lobby service are Mondays, Tuesdays and Wednesdays from 1:00pm to 6:00pm and Thursdays and Fridays from 10:00am to 3:00pm.

Recreation

Congratulations to Angel Lamb for her election to the position of Vice President of District 5 of the California Parks and Recreation Society (CPRS). This District includes Calaveras, Mariposa, Merced, San Joaquin, Stanislaus and Tuolumne Counties. In her position of Vice-President, Angel will prepare for ascendancy to the office of President-Elect. She will perpetuate Board leadership through sharing information and actively recruiting future leaders. The District's membership in CPRS provides opportunities for training and networking which will benefit our recreation programming.

The District sponsored blood drives for the American Red Cross on July 7 and October 2. Residents donated fifty-two units at those events and our next drive is scheduled for December. Thanks to everyone who provided this life-saving gift.

Fire Services

Staff is working with Management Strategies Group (MSG) and French Camp Fire to finalize the study for the North of Bryon Road Fire Station. MSG is reviewing the previous station design, analyzing response times and determining the timing of improvements to coordinate with development north of Byron Road. We are hoping to wrap up the study in the next 30-60 days.

Police Services Study

The Community Facilities Fee (CFF) program includes an allocation of \$9 million for a Police Station in the Town Center. The program requirements for the Police Station haven't been reviewed since 2008. The program assumed a 21,193 square foot building with 71 sworn and 17 non-sworn personnel. Space in the building was set aside for Administration, Investigations, Patrol and a temporary holding facility.

The program requirements are due for an update, as is the amount allocated in the CFF. In order to provide an accurate update, we need to initiate the process of determining our service delivery options for the future. There are three basic options:

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1. Continue to contract with the San Joaquin County Sheriff's Department.
2. Contract with the City of Tracy or another nearby city.
3. Build a fully functional Mountain House Police Department.

To initiate the analysis of these options, I've used my contract authority to hire William E. Kirchhoff, an expert in law enforcement management, to analyze each alternative. I've attached his scope of work to the GM Update.

Utility Systems Revenue Bonds

The District has significant cash flow available in its utility funds to issue additional bonded debt in 2020. The District's Revenue Bond Rules require the District issue revenue bonds whenever a minimum of \$10 million can be issued in compliance with the rate covenant and additional indebtedness test.

It is estimated that the District has \$130 million of available revenue bond capacity at this time.

At the March 18, 2020 meeting, the Board of Directors authorized an agreement with KTS to initiate the work to put together a bond issuance for later this year. Interest rates have steadily dropped over the past year down to near historic lows. We expect this favorable interest rate environment will continue.

On June 18, KTS and District staff interviewed underwriters and selected Piper Sandler, based on their previous experience with District debt issues, their understanding of our infrastructure financing and debt securitization, and their recommendation about structuring the debt and explaining the credit-worthiness of the District to rating agencies.

Staff has been working with KTS, Piper, and other members of the financing team to determine the appropriate size and structure of the issue and investigate strategies to strengthen our credit rating. Staff and members of the financing team met with Standard & Poor's on August 26, 2020 for a preliminary assessment of bond ratings. KTS made a presentation on financing options to the Board on September 9, 2020.

We expect that our bond issue will close by October 30, 2020. Our Standard & Poor's rating improved from BBB- to BBB. With bond insurance, we expect favorable interest rates.

Code Enforcement Statistics

The following is an account of activities for the month of September 2020.

Total citations issued	66
Parking-related citations	46
Administrative/property/landscaping citations	20
Appeal – parking-related	10
Request for change or variations of Master Restrictions	19
Approval permits for property changes approved	7
Approval permits for property changes pending	12

There have been increasing complaints from residents about citations/fines (both administrative and parking). Staff has changed some of our approaches and is focusing more on public

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education and providing exceptions for an alternative approach to code compliance issues. Staff is providing a more detailed presentation of the code enforcement activities at tonight's meeting.

Grant Line Road West Improvements (Alameda County)

Alternative design options were presented to Alameda County, and the staff has requested our consultants to advance the project concept to a 30% design level. There are currently two design alternatives for intersection upgrades at Grant Line Road at Altamont Pass Road and Mountain House Road. These are a roundabout and a traffic signal option. The current Engineer's Estimate for both intersection upgrades is approximately \$7.9 million. The Consultant team has engaged a right of way and an environmental firm to refine the cost estimates.

We are in discussions with Mountain House Developers and Mountain House Investors to develop a financing plan for these projects. Both improvements are in the Traffic Impact Fee program and are the obligation of the two developers

Water Master Plan Update

Staff distributed the draft Water Master Plan to the developers and received input regarding the Water Master Plan update. Based on the meeting, one of the goals of the effort is to keep the Water Treatment Plant capacity to 20 MGD. Once the final report is complete and developers have reviewed the draft plan, the staff will present the study to the Board for final adoption.

Parks, Recreation, and Leisure Plan Update and Recreation Strategic Plan

Staff had a meeting with the development community, along with our consultant MIG, to review the draft recommendations. We have received comments from the developers, and we plan to finalize the plan during the next few weeks. The final draft will be submitted to the Board, most likely at the December Board meeting. One of the outcomes of the study is the need to upgrade the Master Plan and Specific Plans to match the proposed Parks, Recreation, and Leisure Plan update. We have requested a proposal from MIG, and we hope to begin this process in January.

Bicycle and Pedestrian Master Plan

Alta has started the Open Town Hall survey, which will close on October 10. In addition, Alta has developed an on-line interactive map to allow our residents to graphically identify the areas of proposed upgrades and improvements. Based on the results of the survey, staff plans to schedule a presentation by Alta for the November Board meeting to receive input from the Board members.

Town Center Shopping Center

MHD has finalized the contract with Shea Commercial, and the project is moving forward with a modified schedule. The shopping center plan includes a 55,000 square foot grocery store, fuel station, and an additional 20,000 square feet of retail that will consist of a coffee shop and restaurant, among other uses. Work continues to widen Byron Road and Mountain House Parkway to support the shopping center project. These roadway projects should be complete in late 2020. The shopping center construction is expected to start early in 2021 and be completed by early 2022.

Neighborhood Commercial Projects

There are a few commercial projects under various stages of plan review in the community. Cordes Village Plaza at 1140 South Tradition Street was recently approved and will include an 11,633 square foot commercial retail building with up to eight tenants on the 1-acre site. The

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Mountain House Family Center, at the northwest corner of Central Parkway and Mustang Way, is currently under review. The project proposes two buildings including a 12,560 square foot pre-school building and an 18,126 square foot multi-use building to house an indoor sports facility, medical offices and a commercial education facility. A pre-application review has been completed for 255 Legacy Drive. The proposal includes a 13,397 square foot building on the 1.38-acre site. Uses on the site would include a childcare center and a multi-use community room.

District Sidewalk Maintenance Policy

At next month's Board Meeting, staff will be asking the Board for input on creating a District Sidewalk Maintenance Policy. In this year's Capital Improvement Budget, funds are set aside for the repair of both District Right-of-Way sidewalks and neighborhood sidewalks (description attached). The proposed policy will give staff direction for addressing sidewalks which need immediate attention as well as develop a policy for the long-term care and maintenance of our District's sidewalks. The care and maintenance of parkway trees, which are responsible for most of the sidewalk damage, will also be addressed.

Grant Line Road Construction (Mountain House)

Grant Line Road construction is moving ahead of schedule. The Contractor has started building the roadway and the median. We have encountered no significant issues during construction. The second phase from Central Parkway to Great Valley Parkway will begin by December. It is not anticipated that Phase II will require roadway closure.

It is expected that roadway widening between Central Parkway and Mountain House Parkway will be substantially completed by December 2020, with the overall completion between Great Valley Parkway and Mountain House Parkway by December 2021. The following photo from September shows the construction progress.



Road Repairs

Engineering staff has prepared a design and bid package to repair Arterial streets within Mountain House including Mountain House Parkway, Central Parkway, Mustang Way and Arnaudo Boulevard, in addition to Bethany Road if the Board approves. The project was bid and is being presented to the Board in October to award a contract to the lowest responsive bidder. We expect construction to start in late 2020.

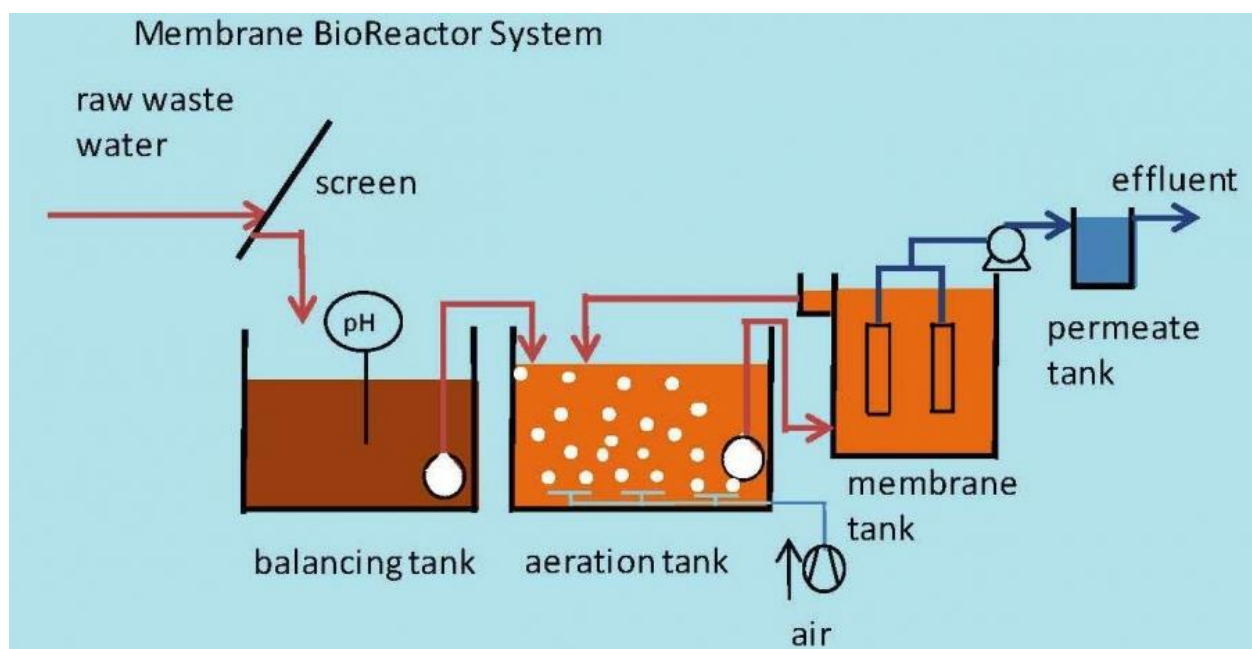
Potable Water Storage Tank Conversion

The existing Raw Water Storage Tank that was installed with the first phase of the water treatment plant was to be converted to a potable water storage tank to provide additional storage that is needed for fire and emergency water storage. The conversion is almost completed with interior coating preparation work in progress. Tank 2 is expected to be ready for California Department of Public Health sign off and placed in service for potable water storage in November. After Tank 2 is placed in service, work will begin on Tank 1. Tank 1 is expected to be put back in service in March 2021. All site improvements, including grading, paving, cleanup, etc. is expected to be completed by June 2021.

Phase III Wastewater Treatment Plant Expansion

The design of the expansion project has been completed and the project is ready to go to construction. As soon as the property has been obtained from Trimark, MHD will start the construction. The construction is expected to take 18 to 20 months to complete. This project will convert the Sequence Batch reactor (SBR) treatment process to a Membrane Bioreactor (MBR).

This year's approved budget includes an allocation for consulting services to manage the project and manage the RFP for utility operations and billing/collection services. The District's agreement with Inframark expires on June 30, 2020. We have retained Dexter Wilson as a utility expert consultant to assist staff with technical review and oversight of the WWTP phase 3 expansion. A Utility Manager position will be proposed for next budget cycle.



DISCUSSION ITEM 10.3**Building Permit Update**

As noted in last month's update, for the fiscal year ending June 30, 2020 building permits for 337 housing units were issued by the District. In addition, final occupancy was approved for 630 units. In 2019, permits for 702 units were issued and 695 units received final occupancy.

In the first quarter of the current fiscal year, permits were issued for a total of 177 units while final occupancy has been approved for 74 units.

Below is a summary of the total number of units issued permits since construction began in 2003:

<i>As of September 30, 2020</i>								
	Auth.	Permits	Units	Remaining	Second Units		Total Units	
Neighborhood	Permits	Issued	Finished	Authorized	Issued	Finaled	Issued	Finaled
Bethany	1372	1295	1295	77	68	68	1363	1363
Wicklund	1518	979	979	539	67	67	1046	1046
Altamont	1217	890	890	327	62	62	952	952
Questa	1638	1077	1077	561	70	70	1147	1147
Hansen	1280	1092	1018	188	173	173	1265	1191
Cordes	1297	970	859	327	143	132	1113	991
Costa (A/B)	1763	248	122	1515	54	25	302	147
Subtotal	10,085	6,551	6,240	3,534	637	597	7,188	6,837
Future Neighborhoods								
I	1427							
J	1137							
K	1192							
L	1381							
Town Center	440							
Subtotal	5,577			5,577				
Total	15,662			9,111				

A Scope of Work Proposal to Analyze
Three Law Enforcement Options
for the
Mountain House Community Services District

Submitted by William E. Kirchhoff
September 24, 2020

Background

This analysis will be conducted by the consultant, William E. Kirchhoff, to help compare and determine the efficacy of three specific law enforcement options available to the Mountain House Community Services District.

Currently the Mountain House Community Services District contracts with the San Joaquin County Sheriff's Department for "policing services similar that which is provided to other unincorporated communities in San Joaquin County". This level of services is enhanced by a contract with the San Joaquin County Sheriff's Department for two full-time deputy sheriff's positions that are dedicated to patrol activities. Augmenting the above services are the California Highway Patrol, which is contracted for traffic management purposes, and a private security company that provides armed patrols a minimum of 16 hours per shift, seven days a week

The Mountain House Community Services District was formed in 1996. The 2008 Mountain House Master Plan stipulates that there will be "an urban level of police service consistent with standards for comparable communities within San Joaquin County" which are consistent with the San Joaquin County General Plan.

It is estimated that build out will occur in 2028, resulting in a population of 44,000 residents. It is assumed that by build out there will be 5,400 calls for police services per year.

The Master Plan also provides that the standard of police protection shall be provided at an urban level of 1.5 sworn officers per 1,000 population. The expectation here is that the Mountain House Community Services District would possibly employ 66 sworn officers along with other police supervisory personnel and civilian support staff. This is different than the staffing levels included in the Mountain House Law Enforcement Facility Plan - space for 88 police officer positions, including 56 patrol officers.

In 2008 the Mountain House Law Enforcement Facility Plan determined that a 21,193 square foot facility is needed to conduct law enforcement operations, including patrol, investigations, temporary holding, and supporting administration. The overall approach to the type of facility needed for law enforcement is the concept of a "precinct" station. Located at the Sheriff's Department's French Camp facility are overall department administration, business services, training, records storage, evidence and property, dispatch/communications and other organization-wide functions. The current operational plan for the precinct station is that there will be a captain assigned there as the station commander, with lieutenants and sergeants to support field operations and investigations.

Scope of Services

The overall law enforcement level that the Mountain House Services District aspires to at build out is the most cost-effective policing option that is focused on controlling crime before it happens. To help determine how the Mountain House Community Services District might select the most cost-effective law enforcement alternatives, the consultant has been directed to review three specific law enforcement options. They are:

1. Continue to contract with the San Joaquin County Sheriff's Department.
2. Contract with the City of Tracy or another nearby city.
3. Build a fully functional Mountain House Community Services District Police Department and determine the costs associated with a full-services police facility.

Included in this project will be the development of a model that will forecast future staffing needs and the associated costs for the Mountain House Community Services District. This model will be designed so that it will compare the staffing costs to the three policing options identified in the above. The benchmarks and standards of comparison will be the industry standards used by quality law enforcement agencies, including those in the County of San Joaquin.

In accordance with the purpose of this analysis the following objectives are among those which will be taken into consideration:

- Organizational structure and philosophy including the efficacy of consolidating certain community services with policing services and its effect on crime and relationships within the community;
- Staffing level analysis to determine the best use of sworn, reserve and community service officers, overtime management and civilian staff utilization;
- Assessment of the Mountain House Community Services District in terms of its use of technology, equipment and practices to achieve law enforcement staffing efficiencies;
- Assessment of the ability of the three policing models to meet the community's needs and expectations;
- Fiscal analysis of the three alternative policing options;

- An analysis of the City's growth, including the commercial and industrial activities that impact law enforcement in the Mountain House Community Services District;
- A staffing "model" built on commonly accepted criteria used by police agencies for all three of the policing models selected for comparison;
- Specific staffing recommendations to meet service delivery thresholds desired by the Mountain House Community Services District; and,
- Revenue sources and financing options available to the City for law enforcement activities.

Data and Information Gathering

The COVID-19 challenge will require that all of the information collected for this analysis will be done telephonically and through the internet. Below is some of the specific information that needs to be provided to the consultant by the District.

1. The District's current contract for services with the San Joaquin County Sheriff's Department.
2. The last monthly report from the Sheriff's Department to the District.
3. The District's contract with its private security contractor.
4. Any significant internal reports regarding policing issues or needs.
5. Any consulting or outside reports regarding.
6. The financial plan(s) to fund future police services.
7. Ten year population growth and area expansion.
8. Any reports/analysis pertaining to building a new police facility.
9. What are the protocols used when the private security personnel makes an arrest?
10. The District's organizational chart.
11. How are police legal matters handled?

12. What are the three most common "police related" complaints made by residents?
13. What is the District's bond rating?
14. What percent of the General Fund will be devoted to police operations?
15. What is the average response and clear time for calls for service by the Sheriff's Department?
16. What is the average response and clear time for calls for service by the District's private security contractor?
17. What District position handles "ordinary" liaison matters with the Sheriff's Department?
18. What sort of law enforcement issues jump up to the District Manager's desk?
19. Has the Tracy contract option been discussed in detail with Tracy officials?
20. Have any police facility cost estimates been made by an architectural firm?
21. If yes to #20, do the construction cost estimates take into account for additional staffing needs as the community grows to 44,000?
22. What do the community's opinion-makers believe to be the three most pressing policing concerns?
23. Other than conventional policing responsibilities, does the District have any special events that need coordinated law enforcement efforts/
24. Is the goal to build a basic services police department, or a leader-of-the-pack organization?
25. What operational metrics are currently used to measure law enforcement's performance?
26. Annual reports for the past three years;
27. Any recent reports related to workload and staffing;
28. All available "calls for service" information, including annual number of calls, average response and clearance time, calls requiring back-up, etc.

29. Official District population growth predictions;
30. District economic development information (facts and statistics);
31. Patrol information, including staffing, vehicles, equipment, etc.;
32. Investigative information, including staffing, workload, clearance information, etc.;
33. Administrative information, including staffing, equipment and technology;
34. Average senior officer compensation;
35. Average annual patrol officer support equipment costs (vehicle, technology, gear, etc.);
36. Communications information, including staffing, call-taking and dispatching times;
37. Traffic management reports (accidents, volumes, etc.);
38. District organization charts;
39. Patrol zone determination criteria;
40. Work Availability Factor information (average annual hours officers are available for duty; and,
41. Other relevant information requested by the consultant.

Fee

The fee for this project is \$48,000 and will be paid at the completion of the Analysis of Three Law Enforcement Options for the Mountain House Community Services District.

Timing

The consultant must be prepared to submit the report to the Mountain House Community Service District's General Manager by December 15, 2020.

William E. Kirchhoff, Consultant

Date

ROW Sidewalk Repairs

Department: Public Works

Total Project Budget: \$1,250,000

Category: Road Fund

Project Start: 2020

Project Name: ROW Sidewalk Repairs

Target Completion: Annually

Project Number: 91008

Priority Score: 50.5

DESCRIPTION

The ROW Sidewalk Repair Project is a multi-year program to repair sidewalk damage caused by maturing trees located within the District ROW. The criteria that will require the removal of a lifted sidewalk is an off-set lift of 3/4" or greater. The lifted sidewalk must be caused by a District tree located in the ROW.

JUSTIFICATION

To preserve the esthetics of tree lined streets and the value mature trees that bring to the community, Staff recommends the replacement of damaged sidewalks caused by maturing trees. Sidewalk inspections will be performed when a citizen reports a defective sidewalk. The report may include the sidewalk in front of a property or in front

Neighborhood Sidewalks

Wicklund/Bethany Assessments



of a neighboring property. Once reported, the District will inspect all sidewalks, curbs, and gutters up to 30 feet in both directions from the site of the reported defective sidewalk. If the damage was the result of tree roots originating

from a tree growing in the District Right of Way, the sidewalk will be repaired. If the sidewalk is in need of replacement or repair due to a tree located on private property or any other cause, the repair and cost of repair, will be the responsibility of the property owner adjacent to the location of the damage.

