STAFFING IMPACT REPORT ON PROPOSED LEGISLATION

To: Mayor Gavin Buckley

From: Michael Mallinoff, City Manager

Date: May 5, 2025

Subject: O-6-25: Clearing Snow and Ice from City Sidewalks

Purpose of legislation

The purpose of this legislation is to clarify that the City is allowed to clear snow and ice from sidewalks in the City at the expense of the adjacent property owner if the owner fails to do so; require the snow removal be the width of the sidewalk or at least four feet wide for wider sidewalks; update the citation and appeals sections; and generally related to cleaning and clearing of sidewalks.

Impact of legislation on staffing

The impact of this legislation on staffing will depend on the frequency and severity of snow events and upon the expectations of the City with respect to which sidewalks are considered priorities for clearing. Department of Public Works staff will need to do monitoring of sidewalk conditions, requiring the addition of a new inspector to oversee this effort, issue citations as appropriate, and follow up with contracted companies to do clearing if needed. This new inspector would be assigned other full-time duties for times when there are no snow events. It should be noted that following citations through a court process can be extremely time intensive. Additionally, the Department of Finance will need to address billing of residents, payment collection and follow up on payment timeliness, and the Office of Law would be involved in taking citations to court if not paid. The staffing impact of these activities is unknown and is instead dependent on the number of citations ultimately issued.

Prepared by Victoria Buckland, Assistant City Manager