



TOWN OF FAIRFAX

STAFF REPORT

September 2, 2015

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager *GT*

SUBJECT: Approve the creation of a sidewalk repair program

RECOMMENDATION

Authorize the Town Manager to develop a sidewalk repair program which includes the payment of building permit fees and provides matching grants up to \$500 per application.

DISCUSSION

In the FY15-16 budget, the Council allocated \$10,000 to fund a sidewalk repair program. The basic parameters of the program are the payment of building fees on behalf of applicants (approx. \$500) and a matching grant of up to \$500. The total cost of sidewalk repair will vary based on the area to be repaired, but it will cost significantly more (e.g., \$5,000-\$10,000) than the \$500 grant. For budgetary purposes, the Town pays the building permit fees on behalf of applicants as opposed to waiving the fee. Applicants will be reimbursed up to \$500 after the project is completed. The program will also require the submittal of applications and other appropriate documentation.

FISCAL IMPACT

The FY15-16 CIP budget (Project 53-804, pg. 88) allocates \$10,000 for the program which would probably fund up to 10 applications. Once the \$10,000 budget allocation is reached, the program would continue to pay building permit fees on behalf of applicants, but the matching grant portion of the program would no longer be available. Staff will provide an update on the participation in the program as part of the Council's mid-year budget review. At that time, Council could consider allocating more funds to the program if it is highly successful.

ATTACHMENTS

None

SUPPLEMENT TO
AGENDA ITEM # 5