

EC-20-112



CITY OF ALBUQUERQUE

Office of the Mayor

One Civic Plaza NW, Albuquerque, NM 87103

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

June 1, 2020

TO: Pat Davis, President, City Council

FROM: Timothy M. Keller, Mayor *TMK*

SUBJECT: FY20 Status Update for Goal 7, Objective 4 (Council Bill No. R-19-139, Enactment No. R-2019-037) – Completed New Sidewalk Notices

Goal 7, Objective 4 states, “*Work on improvements to the sidewalk notices. In short, the process is a 4-letter escalation process. For each sidewalk defect, we potentially have to touch it four times, both in the field and in the office. The improvement would be to reduce the number of letters, field inspections, and ultimately reduce the overall 180 day process. We also look to make it easier on all involved, including the property owner(s). Update SharePoint with status report by end of FY/20. (Municipal Development – Construction Services)*”

We have completed a new two (2)-letter escalation process. The new schedule is an overall 120-day process. The first letter has options for the property owner, which gives them guidance on how to repair. It also gives the owner 90 days to repair the sidewalk. The second letter and final notice gives the owner an additional 30 days to repair the defective sidewalk.

This Executive Communication is being forwarded to City Council for approval.


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Approved:

Approved as to Legal Form:



Sarita Nair Date
Chief Administrative Officer 6/17/20

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Esteban A. Aguilar Jr. Date
City Attorney

Recommended:

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Patrick Montoya 6/3/2020
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Patrick Montoya Date
Director DMD

Cover Analysis

1. What is it?

FY20 Status Update Goal 7, Objective 4.

Complete new sidewalk notices.

2. What will this piece of legislation do?

Complete the requirements of Goal 7, Objective 4.

3. Why is this project needed?

The reason for the improvement to the sidewalk notice process is to reduce the number of letters, field inspections, and reduce the overall 180 day process. We also look to make it easier on all involved, including the property owner(s).

4. How much will it cost and what is the funding source?

No cost.

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

No

6. What will happen if the project is not approved?

N/A

7. Is this service already provided by another entity?

No