



CITY OF WAUWATOSA  
MEMO

To: **Financial Affairs Committee**

From: **David Simpson, Public Works Director**

Date: **February 21, 2023**

Subject: **Modifications to the City's Consolidated Fee Schedule related to snow and ice removal from sidewalks**

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**A. Issue**

In early 2022 the Common Council modified the City's Municipal Code related to snow and ice removal from sidewalks. The code change was implemented so that enforcement of the changes would begin with this winter season (2022-23). In response to one of the changes made to the Municipal Code, I recommend that fees charged to property owners for City snow removal on sidewalks be reduced at this time.

**B. Background/Options**

In order to more quickly respond to pedestrian complaints related to snow and/or ice not being removed from public sidewalks, the City's Municipal Code was modified to allow for City initiated the removal of snow and/or ice from a public sidewalk immediately upon receiving a complaint if more than 24 hours have passed from the completion of a snow event. This change has allowed the Department of Public Works to respond to complaints quicker, work more efficiently, and reduce expenses when clearing a public walkway that needs to be completed by the City. When the Municipal Code was changed, the Consolidated Fee Schedule was not adjusted; however, we believe that the fees should be lowered to accurately reflect the new cost of clearing the walkways. Currently, the City charges a base fee of \$100 per location plus \$1.00/linear foot up to 30 feet and \$2.00/linear foot for everything past 30 feet. We have calculated our staff and equipment time necessary to clear walkways and believe that a base fee of \$100 plus \$0.25/linear foot of walkway accurately reflects the current removals cost. The table below summarizes the sidewalks we have cleared this winter season with the current and proposed fees.

Location	Property Type	Storm Date	Work Date	Linear Feet	Bill with Current Fee	Bill with Proposed Fee
1	Commercial	12/24/2022	12/28/2022	826	\$1,722.00	\$306.50
2	Commercial	12/24/2022	12/28/2022	75	\$220.00	\$118.75
3	Single Family	12/24/2022	12/28/2022	217	\$504.00	\$154.25
4	Single Family	12/24/2022	12/28/2022	225	\$520.00	\$156.25
5	Commercial	1/29/2023	1/30/2023	185	\$440.00	\$146.25
6	Two-family	1/29/2023	1/31/2023	48	\$166.00	\$112.00
7	Single Family	1/29/2023	1/31/2023	143	\$356.00	\$135.75
8	Single Family	1/29/2023	1/31/2023	200	\$470.00	\$150.00
9	Commercial	1/29/2023	1/31/2023	171	\$412.00	\$142.75
10	Commercial	1/29/2023	1/31/2023	400	\$870.00	\$200.00
11	Commercial	1/29/2023	1/31/2023	528	\$1,126.00	\$232.00
12	Commercial	1/29/2023	1/31/2023	220	\$510.00	\$155.00
13	Commercial	1/29/2023	2/1/2023	183	\$436.00	\$145.75
14	Commercial	1/29/2023	2/2/2023	442	\$954.00	\$210.50
15	Commercial	1/29/2023	2/6/2023	178	\$426.00	\$144.50
16	Commercial	1/29/2023	2/6/2023	398	\$866.00	\$199.50

I am recommending that if the Common Council approves the new fee and if implemented apply it retroactively to the beginning of the 2022-23 snow season so that the 16 properties shown on the chart would be billed the proposed fee instead of the current fee.

**C. Strategic Plan (Area of Focus)**

Priority 2: Public Safety

**D. Fiscal Impact**

The City's budget currently includes anticipated revenue from sidewalk snow & ice removals in the amount of \$5,000. This revenue number is very unpredictable because it varies widely based on the number of snow events and complaints received each year. I would anticipate that this amount of revenue would generally be reached in an average year.

**E. Recommendation**

Modify the Consolidated Fee Schedule by reducing the current snow removal fee billed for removal of snow and/or ice from public sidewalks to be a \$100 base fee plus \$0.25 per linear foot of public sidewalk cleared.