CITY OF CHARLES TOWN
INFRASTRUCTURE COMMITTEE
AGENDA • SEPTEMBER 17, 2026

Committee Meeting **COUNCIL CHAMBERS** **4:30 PM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. UNFINISHED BUSINESS

: **2026-1924:** Stormwater Issues and Updates
Infrastructure September item Shutter Street.pdf

: **2026-1925:** Congress and Lawrence Street Intersection Update

: **2026-1926:** Liberty Street Stormwater Project
Infrastructure September Liberty St update.pdf

: **2026-1927:** Resident Requests
Infrastructure September South Geroge follow up on requests.pdf

: **2026-1928:** EPA Thriving Communities Grant - Next Steps

: **2026-1929:** Route 51 Intersection - State DOT Project Update

: **2026-1930:** Liberty Street Traffic Calming Measures - Update and Consideration of Parking Issues
Email on Liberty Street Stop Signs decision process.pdf

3. NEW BUSINESS

: **2026-1931:** Resident Requests
Infrastructure September item speeding evits run email.pdf
Infrastructure September crosswalk requests.pdf
Church and E. Washington Street.pdf
Sidewalk by pool.pdf
S. Samuel and Mason Street.pdf

: **2026-1932:** Pneumatic Tube and speed Radar Date and Future Placement

Speed Data _ 420 Forrest Ave _neighborhood_traffic_summary (5 mph).png
Speed Date _ 191 Augustine Ave_neighborhood_traffic_summary(5 mph).png
Speed Date_ Prospect Hill _neighborhood_traffic_summary (5mph).png

: **2026-1933:** Maintenance Director Report

: **2026-1934:** Other Project Updates from Staff
Davenport map.png

: **2026-1935:** Expansion of Walkability Grant - Referral from City Council

2026-09-17 - WIP Grant Status Report.pdf

4. ADJOURNMENT

5. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at: https://www.charlestownwv.us/government/agendas_minutes.php

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 09/17/26
Department: Infrastructure Committee
Category: Report
Initiator:

AGENDA ITEM (ID #)

2026-1924: Stormwater Issues and Updates

ATTACHMENTS:

- Infrastructure September item Shutter Street.pdf

Outlook

FW: Shutter St.

From Alissa Meeks <AMeeks@charlestownwv.us>
Date Fri 8/28/2026 10:40 AM
To Alden Roth <aroth@charlestownwv.us>; Nathaneal Hartman <nhartman@charlestownwv.us>; Elizabeth Ricketts <ericketts@charlestownwv.us>

Alden, Nate, & Elizabeth

I'm including the three (3) of you in this correspondence since it pertains to Ward 3 and as Infrastructure Chair – Please see the below correspondence re: stormwater issues. I know Ms. Downey has presented to Infrastructure in the past and the City has made site-visits with Kimley Horn and perhaps Greenway, too. We will need to ensure Greenway is aware of these concerns for their stormwater findings.

Alissa J. Meeks
Assistant City Manager
City of Charles Town
101 E. Washington Street, Charles Town, WV 25414
Direct: 304-724-3253
Email: ameeks@charlestownwv.us

From: John Wysong <JWysong@charlestownwv.us>
Sent: Wednesday, August 26, 2026 2:55 PM
To: Alissa Meeks <AMeeks@charlestownwv.us>
Subject: Re: Shutter St.

Alissa
A little history. The city has received several calls from Mrs. Edna Downey for 3 or 4 years now concerning a storm water issue on Shutter St. When John and I last met with Edna Downey, we told her that we were in the beginning stages of a storm water study. I called Mrs. Morrisey today and told her that the study was about wrapped up and told her that I thought that Greenway would then make suggestions on where we should focus on moving forward (the worst places). I told her that I would follow up when I had any more information. If you have anything to add or would like to visit the site, let me know.
Thanks

From: Virginie Bauer <vbauer@charlestownwv.us>
Sent: Wednesday, August 26, 2026 11:06 AM
To: John Wysong <JWysong@charlestownwv.us>; Alissa Meeks <AMeeks@charlestownwv.us>
Subject: Shutter St.

Jim,

Mrs. Bryant Morrisey at 809 S. George Ext (703-450-6772) called this morning wanting to follow up on the drainage issue on Shutter St. she has been experiencing for the last 10 years. Rainwater from Shutter St. drains into her property at 809 S George Ext.

She would like someone to get back to her.

She says her niece, Ms Edna Downey brought this issue to the City's attention several months ago and she is still waiting to hear back.

Thank you!

Virginie Bauer
Accounting Clerk II
Phone: 304-724-3243
Email: vbauer@charlestownwv.us

City of Charles Town
101 E Washington Street
Charles Town, WV 25414
www.charlestownwv.us

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

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SCHEDULED

AGENDA ITEM (ID #)

2026-1925: Congress and Lawrence Street Intersection Update

ATTACHMENTS:

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

AGENDA ITEM (ID #)

Meeting: 09/17/26
Department: Infrastructure Committee
Category: Report
Initiator:

2026-1926: Liberty Street Stormwater Project

ATTACHMENTS:

- Infrastructure September Liberty St update.pdf

Outlook

Liberty Street Update

From Alissa Meeks <AMeeks@charlestownwv.us>

Date Thu 8/20/2026 3:54 PM

To Micheal George <mgeorge@charlestownwv.us>; Elizabeth Ricketts <ericketts@charlestownwv.us>; Kevin Tester <ktester@charlestownwv.us>; Alden Roth <aroth@charlestownwv.us>; Andie Sugrue <asugrue@charlestownwv.us>; Julie Smith <jsmith@charlestownwv.us>; Nathaneal Hartman <nhartman@charlestownwv.us>; Jeff Hynes <jhynes@charlestownwv.us>; James Kratovil <jkratovil@charlestownwv.us>

Mayor and Council,

I wanted to provide an update re: Liberty Street. We have moved forward with the Change Order for the revised bio retention materials and surface treatment swap out. Greenway also adjusted the contract times to next month and removed the unused allowances from the original project contract. This resulted in a net reduction of $56,520.00. Gantts will be moving forward with their work in the coming weeks.

Further, at the workshop, the question was posed whether Greenway would provide any form of credit for the re-design. I discussed this credit with the firm, and they are willing to offer a credit of $5,691.25 on billing. They indicated, “Bioretention cells always require maintenance, especially after larger storm events. The changes that are being implemented should reduce future maintenance requirements and are inherently higher cost.” The credit demonstrates their appreciation of working with the City and offered this amount in the interest of customer service/satisfaction.

If there are other relevant project updates, I will keep everyone apprised.

Respectfully,

Alissa J. Meeks
Assistant City Manager
City of Charles Town
101 E. Washington Street, Charles Town, WV 25414
Direct: 304-724-3253
Email: ameeks@charlestownwv.us

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

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Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1927: Resident Requests

- South Charles Street One-Way
- Norborne Glebe crosswalk request
- South George Street traffic calming and addition of parking hashmarks

ATTACHMENTS:
- Infrastructure September South Geroge follow up on requests.pdf

Outlook

Radar speed sign

From Marshall McCormick <mmctrans@gmail.com>

Date Sun 9/13/2026 9:04 PM

To Amanda Gerstell <agerstell@charlestownwv.us>; Micheal George <mgeorge@charlestownwv.us>; James Kratovil <jkratovil@charlestownwv.us>; Elizabeth Ricketts <ericketts@charlestownwv.us>; Jeff Hynes <jhynes@charlestownwv.us>; Nathaneal Hartman <nhartman@charlestownwv.us>; Julie Smith <jsmith@charlestownwv.us>; Kevin Tester <ktester@charlestownwv.us>; Alden Roth <aroth@charlestownwv.us>; Andie Sugrue <asugrue@charlestownwv.us>

Since we first addressed the police chief, city council, mayor and town manager in October 2024, speeding along S. George St. has gotten much worse.

In June, we mounted the radar speed sign shown in the picture below. During the three days it was operative, with the truck parked on the east side of the 400 block of S. George St, traffic speeds improved 100%; cars coming from the direction of the police station quickly slowed at Mason St., where the radar speed sign was visible.

Unfortunately, I was informed that I would have to take it down, since the state prohibits individuals from displaying similar devices.



Sadly, the truck pictured in the photo is no more. It was declared a total loss after being struck from behind by a speeding car on George Street two weeks ago.

Therefore, I would like to donate my radar speed sign and I will personally install it in a grass strip along S. George St. Installation in a grass/planting strip is allowed by West Virginia Code and the device is allowed by the Manual of Uniform Traffic Control Devices.

I will also take responsibility for its maintenance.

Looking forward to your positive response.

Marshall McCormick
304 279 2424
Beware - This email comes from outside the City of Charles Town.

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

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AGENDA ITEM (ID #)

2026-1928: EPA Thriving Communities Grant - Next Steps

ATTACHMENTS:

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

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Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1929: Route 51 Intersection - State DOT Project Update

ATTACHMENTS:

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

AGENDA ITEM (ID #)

Meeting: 09/17/26
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Initiator:

2026-1930: Liberty Street Traffic Calming Measures - Update and Consideration of Parking Issues

Review of decision to install stop signs and create 4-way stops at Liberty/Lawrence Street and Liberty/Seminary Street.

ATTACHMENTS:

- Email on Liberty Street Stop Signs decision process.pdf

Outlook

Liberty Street Stop Signs

From Elizabeth Ricketts <ericketts@charlestownwv.us>
Date Wed 6/17/2026 9:35 AM
To Brent Manuel <bmanuel@charlestownwv.us>; John Wysong <JWysong@charlestownwv.us>; Micheal George <mgeorge@charlestownwv.us>
Cc Andie Sugrue <asugrue@charlestownwv.us>; Alden Roth <aroth@charlestownwv.us>; James Kratovil <jkratovil@charlestownwv.us>; Alissa Meeks <AMeeks@charlestownwv.us>; Chris Kutcher <ckutcher@charlestownwv.us>
Bcc Kevin Tester <ktester@charlestownwv.us>; Jeff Hynes <jhynes@charlestownwv.us>; Julie Smith <jsmith@charlestownwv.us>

1 attachment (38 KB)
Infrastructure February 2024 Council vote Liberty Stop Signs.JPG;

Hello Mr. Manuel and Mr. Wysong,
Attached is the record of request for two new stop signs to be placed on Liberty Street, creating two new four-way stop intersections at **Seminary Street/ E. Liberty** and **Lawrence Streets/W. Liberty.**

Background:
This item was discussed over the course of several years, first referred to committee on September 5, 2023 (Minutes)by City Council following concerns from the public about speeding and accidents, and taken up by the Infrastructure Committee on September 25, 2023 (Minutes).

January 22, 2024 minutes - Infrastructure Committee makes official recommendation to City Council.

February 20, 2024 minutes - Council vote to authorize creation of two new four-way stops.

It should be noted that under Article 305, the placement of traffic control devices is at the discretion of the City Manager.

If possible, coordination with Chief of Police on utilizing the traffic alert signage trailers at either end of Liberty during the first few days/weeks of the new signage being installed would be helpful in alerting motorists.

Ideally, once the new traffic pattern is safely established, we can also consider the placement of crosswalks.

Please let me know if you have any questions or would like to discuss further.

Elizabeth Ricketts
City Councilmember - Ward 1
Charles Town, WV
(304) 397-0115

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

AGENDA ITEM (ID #)

Meeting: 09/17/26
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Initiator:

2026-1931: Resident Requests

- Speeding near Evitts Run Park on Liberty Street
- E 1st Avenue and N. Samuel Street stop sign - turn into a 4-way stop
- E. North Street and N. Mildred Street - Crosswalk
- E. North Street and N. Church Street - Crosswalk
- Church Street and E. Washington Street Intersection - Pedestrian Safety Enhancements
- Sidewalk on west side of the pool
- S. Samuel Street and Mason Street - turn into a 4-way stop

ATTACHMENTS:
- Infrastructure September item speeding evits run email.pdf
- Infrastructure September crosswalk requests.pdf
- Church and E. Washington Street.pdf
- Sidewalk by pool.pdf
- S. Samuel and Mason Street.pdf

Outlook

Concerns with speeding on the Evitts Run Hill on Liberty Street

From Gavin Bailey <gbailey@charlestownwv.us>
Date Fri 9/11/2026 11:46 AM
To bigladybug2001@yahoo.com <bigladybug2001@yahoo.com>
Cc Elizabeth Ricketts <ericketts@charlestownwv.us>

Hello Joy,

I have councilwoman Ricketts CC'd in this email so she can get all the info. I just got off the phone with you and you are concerned about the chronic speeding taking place on the hill by Evitts Run Park. What I am hearing is that you are concerned about the chronic speeding since the street runs through a park with children playing, the bottom of the hill serves as a school bus stop, and when we have events the street fills up with people parking. You wish that there was some more signage down at the parks along the lines of "Caution - Children at Play" or "School Bus stop ahead" or something else to that effect to warn drivers in hopes they will slow down. Since this deals with road signage it isn't something that the parks handles, but the infrastructure committee will be able to do more with your concern. I can also tell you that this is on PD's radar (pun no intended) since I periodically see the "you are going X - mpg" radar sign at the base of the hill every now and again so you aren't the only one who wants these people to slow down.

As always if there's anything relating to the parks please reach out to me. Please add to this email chain if I am missing any details.

I appreciate you reaching out about this and I hope you have a good day.

Best,

Gavin J. Bailey
Parks & Recreation Manager
City of Charles Town
101 E. Washington Street, Charles Town, WV 25414
Office: 304-724-3236
Email: gbailey@charlestownwv.us

"Poets have been mysteriously silent on the subject of cheese." - G.K. Chesterton

Outlook

Infrastructure Committee Agenda Item Requests

From Carolyn Vezzosi <CVezzosi@charlestownwv.us>
Date Wed 8/26/2026 12:14 PM
To Elizabeth Ricketts <ericketts@charlestownwv.us>

Hi Elizabeth. I have received two phone calls from residents that have requested stop signs and crosswalks. I told them I would make you aware so we can put them on the Infrastructure agenda?

The first request is for a stop sign at E 1st Ave. and N. Samuel Street. The gentleman stated that John Nissel had put stop signs up at E 1st Street and N. Mildred Street (which he was happy about and makes it a four-way stop) but now more people are using N. Samuel Street and speeding and he is concerned because a lot of people walk to the Depot District to walk their dogs. This would make the intersection a four-way stop.

The second request is from a resident (Debra Prol 540-525-3856) who would like to see crosswalks at E. North Street and N. Mildred Street ad N. Church Street and E. North Street. She stated more children live in the area and it would help with safety.

Please let me know if you would like these on the next Infrastructure Committee agenda.

Have a wonderful day.

Carolyn Vezzosi
Deputy City Clerk
Assistant Court Clerk
City of Charles Town
101 East Washington Street
Charles Town, WV 25414
304-724-3250
304-725-1014 – fax #
cvezzosi@charlestownwv.us

"The way I see it, if you want the rainbow, you gotta put up with the rain!" - Dolly Parton

Outlook

My Charles Town-#3391323 All Other Issues [00772]

From My Charles Town <reply@mycivic.tylerapp.com>
Date Mon 8/24/2026 8:47 AM
To John Wysong <JWysong@charlestownwv.us>

My Charles Town
New Report Submitted - #3391323

Status
New

Work Order
#3391323

Issue Type
All Other Issues

Notes
Could the city please evaluate the intersection of Church Street and East Washington Street for pedestrian safety enhancements and visibility improvements? Sightlines are currently obstructed by vehicles parking right up to the corner on Church Street, which has led to frequent collisions and near-misses. In addition, many neighborhood residents from nearby apartment buildings regularly cross Washington Street here, but vehicles rarely slow down and there is currently no crosswalk or warning signage. Suggested Improvements: - Adding a designated pedestrian crosswalk and safety signage. - Establishing curb-clearance or 'No Parking' buffer zones near corners to improve driver visibility. - Reviewing potential traffic-calming measures to help manage vehicle speeds.

Address
323 E Washington St, Charles Town, WV, 25414

Open Report

Reporter Name
Joshua Webber

Email
jwebber103191@gmail.com

Phone
(540) 327-6115

Report Submitted
AUG 24, 2026 - 8:46 AM

Work Order: #3366712

Opened: 08/07/2026 14:00

Closed: --

This issue is new | Est. Resolution Date: Not Yet Set

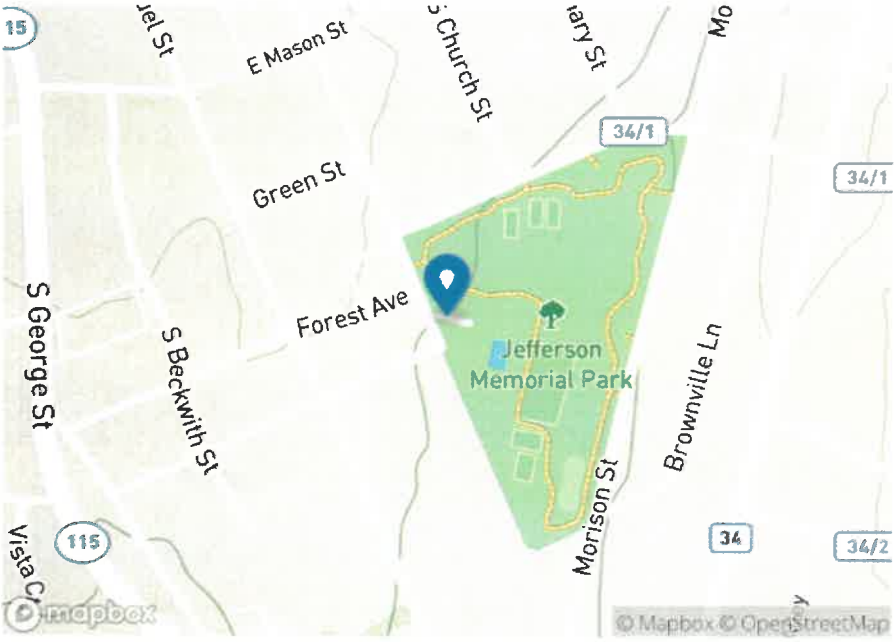
Parks

SUB TYPE

Jefferson Memorial Park

STREET ADDRESS

775 S Mildred St
Charles Town WV 25414



COMMENTS & ADDITIONAL NOTES

Can the city please install a sidewalk on the west side of the pool? You can already see the foot path starting. Many people would use it to access the park, pool, and concession stand.

By : Anonymous

Email :

Phone :

Device : iOS

Media Submitted
1 Images



Outlook

Contact Us

From noreply@revize.com <noreply@revize.com>
Date Thu 6/25/2026 11:32 AM
To Carolyn Vezzosi <CVezzosi@charlestownwv.us>
Cc noreply@revize.com <noreply@revize.com>

cvezzosicharlestownwvus = cvezzosi@charlestownwv.us
first_name = Linda
last_name = Barr
email = lbarr5@yahoo.com
phone = 6814465269
issue = We need a 4 way stop at the 500 block of South Samuel Street. People park their vehicles in front of their homes making it difficult to cross S Samuel Street. You have to pull halfway into the street to check for oncoming cars making it very dangerous. There are 2 Stop signs at the corner of Mason and Samuel. We need 2 more.
preferred_contact = email
Client IP = 166.199.168.75
Beware - This email comes from outside the City of Charles Town.

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

AGENDA ITEM (ID #)

Meeting: 09/17/26
Department: Infrastructure Committee
Category: Report
Initiator:

2026-1932: Pneumatic Tube and speed Radar Date and Future Placement

ATTACHMENTS:

- Speed Data _ 420 Forrest Ave _neighborhood_traffic_summary (5 mph).png
- Speed Date _ 191 Augustine Ave_neighborhood_traffic_summary(5 mph).png
- Speed Date_ Prospect Hill _neighborhood_traffic_summary (5mph).png

ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 5mph

Traffic Study Dates:

07/14/2026 - 08/05/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

420 Forrest Avenue, EB

Violators
202

Total Vehicles	Min Speed	Average Speed	Max Speed
16087	10 MPH	18 MPH	59 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 08-19-2026

ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 5mph

Traffic Study Dates:

06/12/2026 - 06/26/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

191 Augustine Avenue, North, SB

Violators
20236

Total Vehicles	Min Speed	Average Speed	Max Speed
49751	10 MPH	30 MPH	82 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 08-04-2026

ALL TRAFFIC SOLUTIONS

NEIGHBORHOOD TRAFFIC SUMMARY

SPEED LIMIT 25

Posted Speed Limit

Violation Threshold= Speed Limit + 5mph

Traffic Study Dates:

06/26/2026 - 07/14/2026

Times: 0:00:00 - 23:59:59

Traffic Study Location:

251 Prospect Hill Blvd (Huntfield), EB

Violators
750

Total Vehicles	Min Speed	Average Speed	Max Speed
68856	10 MPH	19 MPH	55 MPH



Compliance Rate



Vehicles Slowed Down*



85th Percentile Speed**

*Vehicles that slowed down represents the number of vehicles that decreased speed in response to the radar feedback sign display.

**85th Percentile Speed refers to the maximum speed that 85% of drivers will not exceed on a given road, even if there were no speed limits, stop signs, or traffic signals.

Generated by Charles Town PD-WV on 08-06-2026

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

Meeting: 09/17/26
Department: Infrastructure Committee
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2026-1933: Maintenance Director Report

ATTACHMENTS:

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 09/17/26
Department: Infrastructure Committee
Category: Report
Initiator:

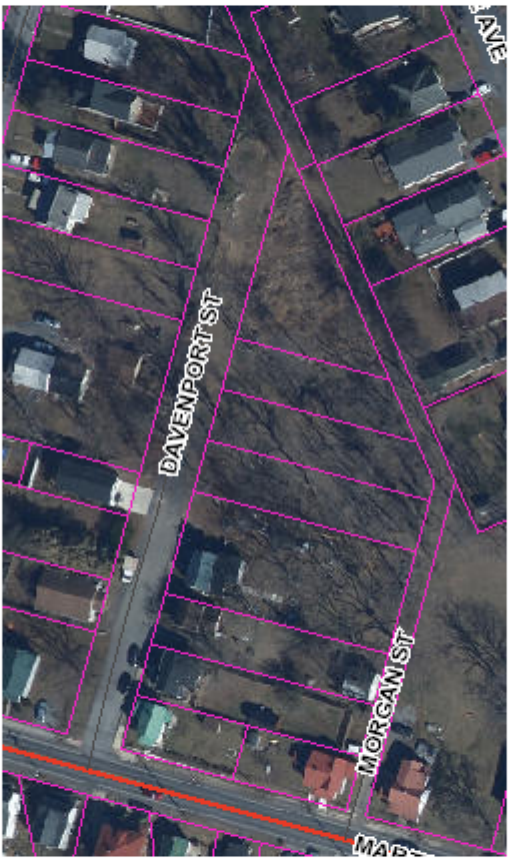
AGENDA ITEM (ID #)

2026-1934: Other Project Updates from Staff

Davenport Street paving.

ATTACHMENTS:

- Davenport map.png


DAVENPORT ST
MORGAN ST

Infrastructure Committee
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 09/17/26
Department: Infrastructure Committee
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Initiator:

AGENDA ITEM (ID #)

2026-1935: Expansion of Walkability Grant - Referral from City Council

ATTACHMENTS:

- 2026-09-17 - WIP Grant Status Report.pdf

Date: For the September 17, 2026 Infrastructure Committee meeting
From: James Newman, City Planner, Zoning/Subdivision Administrator

Walkability Improvement Grant – Proposed Changes

1. Walkability Improvement Grant – Current Parameters

This grant is handled administratively by the Zoning Administrator; no public hearings or board/commission/Council meetings or approvals are required. The purpose of the grant is to "*improve and enhance the overall pedestrian experience in Charles Town*", by helping to finance the restoration, repair sidewalks, as well as the creation of new sidewalks for properties with a building(s) but no sidewalk.

A. Eligibility

1. All existing sidewalks in City limits are eligible.
2. Lots with structures but lacking a sidewalk are eligible.
3. Vacant lots without a structure or sidewalk are not eligible.
4. Ineligible projects may be approved at the discretion of City Council at their first June meeting, provided no eligible projects have been received by the deadline application of the end of the first working day in June.

B. Materials

Concrete must be used unless there is an existing brick sidewalk, in which case the applicant can choose brick or concrete. Replacing/repairing existing brick with new brick is also permitted.

C. Process

Complete the application and provide two quotes; if quotes are not available, then a cost sheet of material expenses must be provided. If approved, a building permit must be filed. Grants are awarded after the work is done. Grants are awarded at a 50/50 match up to a maximum $5,000 per grant request. Projects must be completed within 12 months of approval.

D. Proposed Changes

A. Amount of Funds

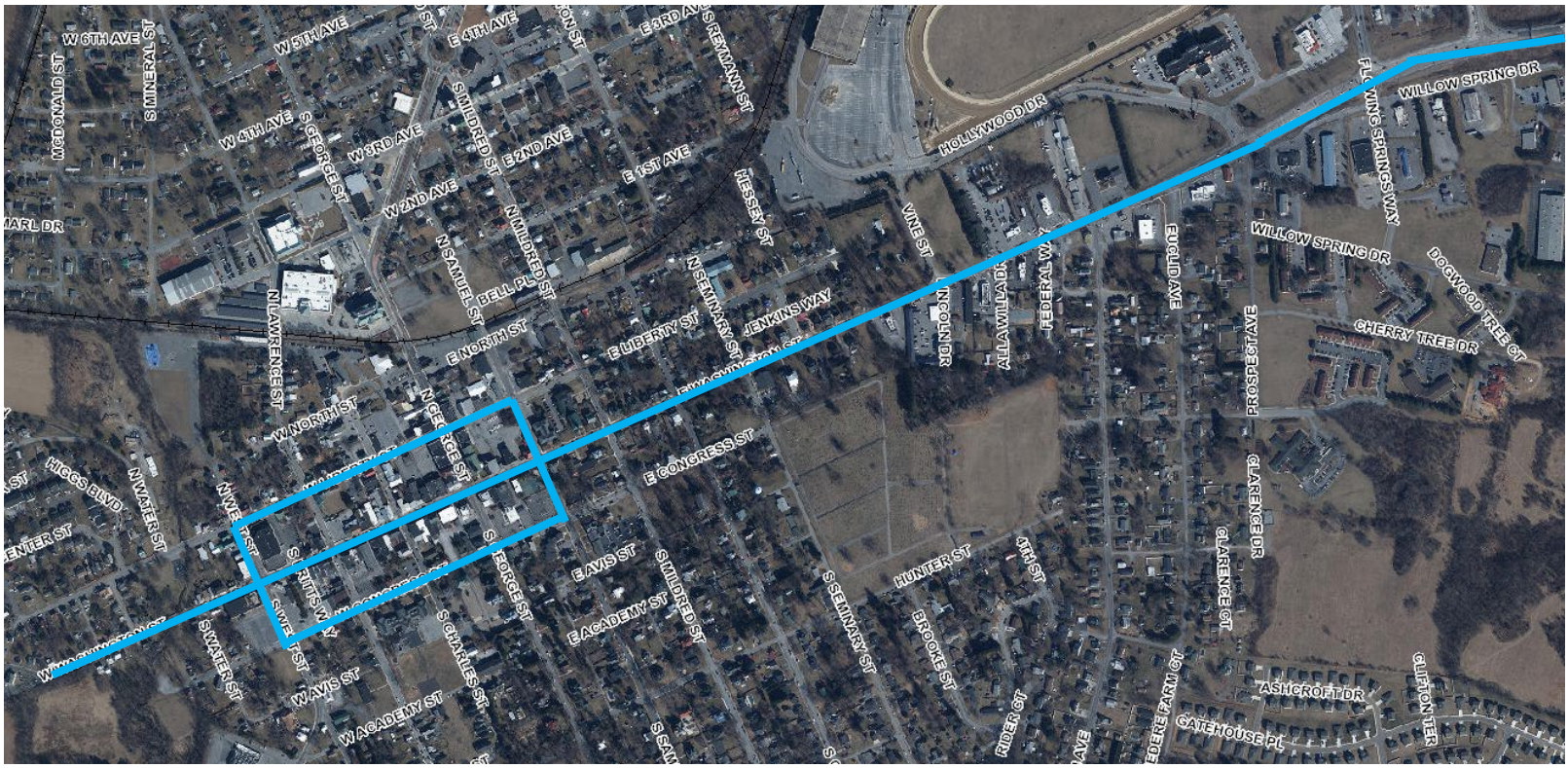
Currently $30,000 is set aside for the fund. Applicants are permitted to receive a 50/50 match of up to $5,000 per application. The Grant dates back to at least 2019. Per the Federal Bureau of Labor Statistics Inflation Calculator, $5,000 in 2019 is now worth $6,656.87.

The average cost of concrete sidewalks, per the quotes we've received, has gone up from $11 a square foot in 2019 to between $20-30 a square foot. Grant funding now covers less material for less coverage than when the Grant program started.

B. Bid Percentages

The City's downtown core sees the most pedestrian sidewalk usage. With a downtown focus on ensuring a safe and enjoyable experience for pedestrians, the match percentage for downtown projects should be increased up to 90% for the City / 10% for the applicant. The area of focus would be all of Washington Street between MLK Jr. Blvd and the Adam Link Bridge, and bound by West Street, Samuel Street, Liberty Street, and Congress Street (see boxes in blue below and on following page):





The City could increase the match for properties outside of the downtown core or Washington Street to a 70% City / 30% applicant match.

The reason for the proposed increased match amount is to ensure that sidewalks are maintained in a safe manner. If a property owner cannot afford their half of the rising costs, they will not fix their sidewalk. If the Grant increases both the amount offered and the amount covered by the City, that gives the property owner more room to financially support their portion of the project.

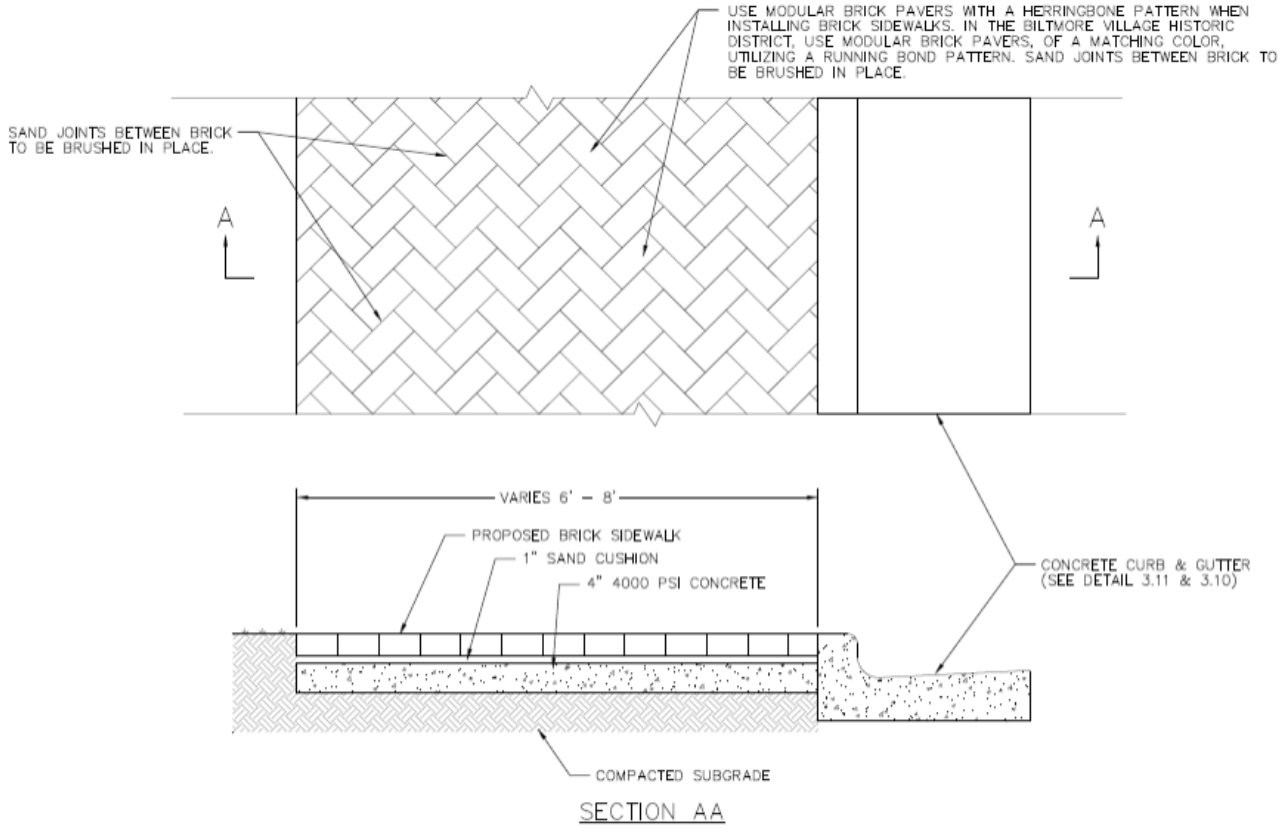
C. Coverage

Currently applicants can apply only once for their property within a 12-month period. For lots that have multiple road frontages and thus multiple sidewalks, they are burdened by that extra maintenance cost but are still capped at the $5,000 maximum.

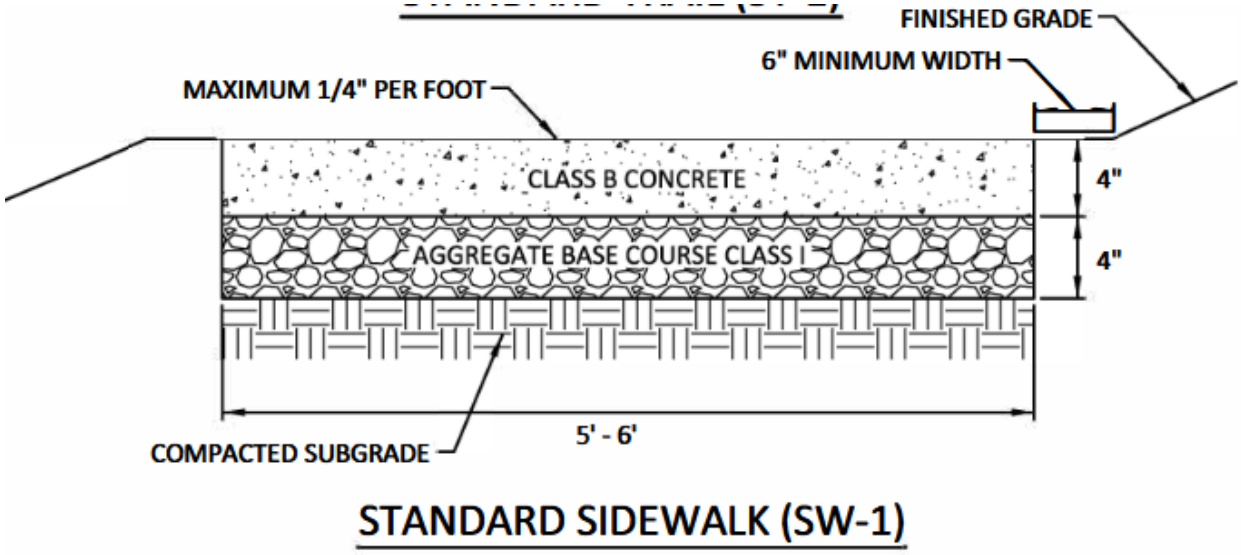
The Grant should be revised to allow owners of properties with two or more road frontages to apply for one grant per road frontage, thereby giving them the financial help needed to maintain their sidewalks.

D. Design Standards and Materials

Under the current requirements, only concrete or brick may be used. Brick is only permitted where there are existing brick sidewalks. There are no specific design standards for a brick sidewalk: no requirement for a concrete base underlay, nor any requirement for any type of pattern or design. The City should consider adopting such design criteria; the example below is from Asheville NC, which has brick in a herringbone pattern over a concrete base:



The City's current Standard Design Detail for sidewalks is based on a concrete sidewalk, with no guidance on installing brick:



E. City Council

Council chose to send this request to the Infrastructure Committee at their July 20, 2026 meeting.

F. Recommendation

Provide direction to staff on:

1. Changing the Grant amount
2. Changing the Grant percentages
3. Providing a specific design standard for brick sidewalk/stamped concrete.