



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

## Engineering Services

300 Sixth Street

Telephone: (605) 394-4154

FAX: (605) 355-3083

Web: [www.rcgov.org](http://www.rcgov.org)

## MEMORANDUM

TO: DIRK JABLONSKI, PUBLIC WORKS DIRECTOR AND ROBERT ELLIS,  
CITY ENGINEER

FROM: LARRY V. CHILSTROM, PLS, PROJECT ADMINISTRATOR

SUBJECT: ORDER IN SIDEWALKS FROM DAKOTA DRIVE TO SOO SAN  
DRIVE ON CANYON LAKE DRIVE

DATE: NOVEMBER 9, 2007

The following is a chronological order of events concerning the City ordering in sidewalks between Dakota Drive and Soo San Drive on Canyon Lake Drive.

### 1. December 26, 2006 – Public Works Committee Meeting

Due to a complaint, Engineering requested the Public Works Committee to consider ordering in sidewalk on the north side of Canyon Lake Drive between Dakota Drive and Sheridan Lake road. (The motion to do so carried unanimously)

### 2. January 2, 2007 – City Council Meeting

The City Council approved a request to consider ordering in sidewalk on the north side of Canyon Lake Drive between Dakota Drive and Sheridan Lake Road. (Unanimously carried)

### 3. January 4, 2007

Engineering sent courtesy ballots to 13 affected residents on the north side of Canyon Lake Drive from Dakota Drive to Sheridan Lake Road. The vote received was 4 in favor and 9 against.



EQUAL HOUSING  
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER

**4. February 13, 2007 – Public Works Committee Meeting**

The Committee requested additional information for ordering in sidewalk on the north side of Canyon Lake Drive from Dakota Drive to Soo San Drive.

Public Works Director Jablonski said it is not standard procedure to notify the affected property owners when a sidewalk is ordered in, but in this instance the affected property owners were polled as a courtesy. Mr. Jablonski explained that this type of project does not include a hearing process.

The Public Works Committee asked staff to notify the affected property owners on the north side of Canyon Lake Drive from Sheridan Lake Road to Soo San Drive on the City's proposal to order in sidewalks.

**5. February 19, 2007 – City Council Meeting**

The City Council requested staff to notify the affected property owners on the north side of Canyon Lake Drive between Sheridan Lake Road and Soo San Drive of the proposal to order in sidewalks.

**6. March 5, 2007**

Engineering sent ballots to the 4 affected residents on the north side of Canyon Lake Drive from Sheridan Lake Road to Soo San Drive on the proposal to order in sidewalk.

A negative vote was received from all four property owners.

**7. March 14, 2007 – Public Works Committee**

City Attorney Jason Green advised the Committee that the City cannot assess State or Federal Governments. (The State National Guard and the Soo San Hospital) The Item was continued to the March 27, 2007 Public Works Committee Meeting to allow time to identify a funding source.

**8. May 21, 2007 – City Council Meeting**

City Engineer Robert Ellis indicated the previous action of the City Council was to order in the sidewalk that affects 13 property owners. Mr. Ellis explained that the City would absorb the cost of the National Guard and the Soo San Hospital sidewalk.

Council directed staff to proceed with the assessed project as identified and to refer the remaining sidewalk boundaries to the Capitol Improvement

Program Committee for review and recommendation. A motion was made to refer the remaining sidewalk to the CIP Committee.

**9. June 22, 2007 – Capitol Improvements Program Committee Meeting**

City Engineer Robert Ellis addressed the CIP Committee and explained that the City cannot order-in and assess another government entity (The SD National Guard and Soo San Hospital). Phase I of a project would be the installation of sidewalk adjacent to City property in 2007. Phase II of the project would require the City to order-in the sidewalk affecting thirteen property owners and the sidewalk installation in front of the government entity's.

The affected property owners would have a period of one year to install the sidewalk. After that time, if the walk is not constructed, the City will let a project and assess the cost of the project to the benefiting property owners.

Olson moved, second by Brown to direct staff to proceed with the Canyon Lake Drive sidewalk improvements as outlined. Motion carried.

**10. July 10, 2007 – Public Works Committee**

The item was continued to the September 25, 2007 Public Works Committee Meeting.

**11. September 25, 2007 – Public Works Committee Meeting**

The item was continued to the October 9, 2007 Public Works Committee Meeting.

**12. October 9, 2007 – Public Works Committee Meeting**

Karen Olsen was in contact with the property owners on the north side of Canyon Lake Drive between Dakota Drive and Sheridan Lake Road and found them in agreement with the project but they wanted all the sidewalks completed between Dakota Drive and Sheridan Lake road.

Kookier moved to continue 30 days to allow staff to proceed with the assessment procedures from Dakota Drive to Sheridan Lake Road by receiving yes votes from 50% + 1 of the affected property owners. The item was continued to the November 13, 2007 Public Works Committee Meeting.

### **13. October, 2007**

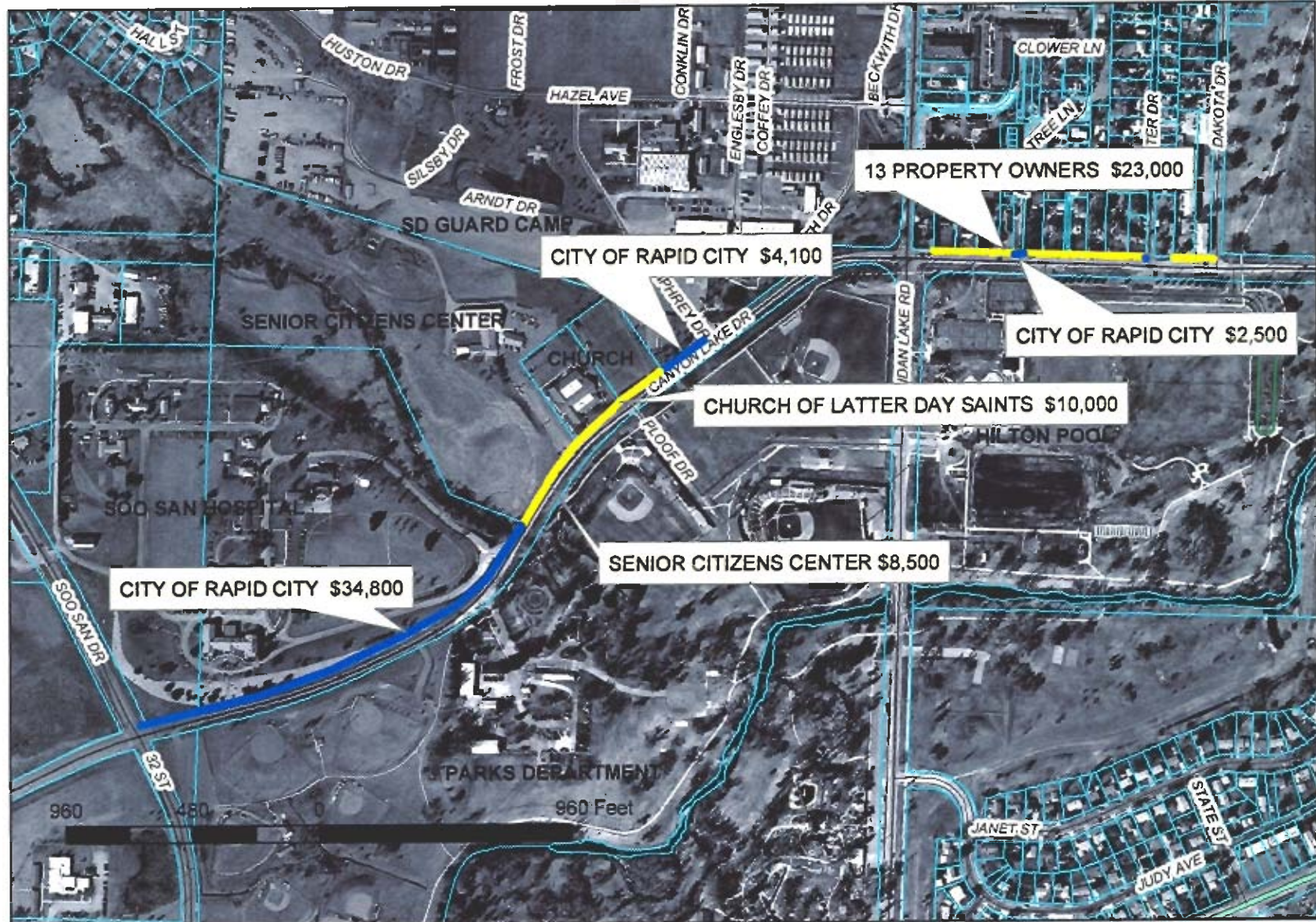
A sidewalk installation project was completed on the south side of Canyon Lake Drive between Soo San Drive and the Parks Department Office adjacent to City owned property. All the City property on Canyon Lake Drive between Dakota Drive and Soo San Drive now has sidewalk or bike path.

#### **Recommendations:**

1. Request the Public Works Committee to order in sidewalk for the Church of Latter Day Saints and the Senior Citizens Incorporated properties.
2. Request that staff be allowed to follow up and continue the process of notifying the thirteen property owners on the north side of Canyon Lake Drive between Dakota Drive and Sheridan Lake Road that the City Council has ordered in the sidewalk and that they have one year to complete the installation or a contract will be let to construct the sidewalk and they will be assessed the total cost of the project.
3. Request that staff be authorized to construct the sidewalk adjacent to the South Dakota National Guard Camp and the Soo San Hospital property.



FIGURE 2  
PHASE II  
CANYON LAKE DRIVE SIDEWALK INSTALLATION (2008)



PROPOSED CITY FUNDED SIDEWALK —————  
 SIDEWALK ORDERED IN BY CITY COUNCIL —————