



## STAFF REPORT

Meeting Date: August 15, 2017

Agenda Item #: 5d

TO: Mayor and Town Council  
FROM: Dustin Graham, Public Works Department Director  
THRU: Susan Parker, Town Administrator  
TITLE: **Sunset Beach Main Street Sidewalk Project**

---

**Summary:** Town of Sunset Beach recently committed funds to retain an engineer to analyze, design and obtain permits/permissions for the Sunset Beach Main Street Sidewalk Project. The project includes removing approximately 940 square yards of 4 feet wide impervious concrete sidewalk to replace and extend the sidewalk increasing the width for ADA compliance to 5 feet wide or approximately 4,700 square yards of pervious material. The 8,543 linear feet of proposed sidewalk extends from the east end to the west end of the barrier island located on the south side of the Main Street and installed within the State of North Carolina Department of Transportation right-of-way.

### **Background:**

**January 9, 2017:** Town Council directed staff to complete a preliminary and final design plan and permitting for the Main Street Sidewalk Project.

**February 2, 2017:** Staff executed agreement for professional services with McGill Associates for \$28,500.

**March 6, 2017:** Grand Strand Transportation Study Group awarded the Town of Sunset Beach a \$100,000 grant for the Main Street Sidewalk Project.

**June 26, 2017:** McGill Associates presented the preliminary design and probable cost.

**August 7, 2017:** Staff updated the probable cost of construction and requested action from the Town Council.

**Discussion:** The preliminary design presented at the June 26, 2017 meeting included a viable Main Street Sidewalk Project with preliminary cost estimates. At the August 7, 2017 meeting, staff requested direction and the Town Council directed staff to complete the engineering work.

However, staff seeks direction to complete the engineering work, develop construction plans, obtain stormwater, erosion control, CAMA and NCDOT permits, and advertise for bids in preparation to present to Town Council the bid award recommendation before January 2018 in order to complete this project by May 25, 2018.

Staff requests a financial commitment to fund this project to demonstrate the Town's support of this project for the permit application(s) process and NCDOT approvals.

**Fiscal/Policy Implication(s):** A preliminary cost estimate equals \$425,000 and the Town of Sunset Beach has been awarded \$100,000 in grant funding. The \$100,000 GSATS grant is a reimbursable grant not available until the project has been completed and passed all inspections.

**Legal Implication(s):** The Town of Sunset Beach will have to enter into an Encroachment Agreement with the North Carolina Department of Transportation prior to construction.

**Recommendation:** Move to approve and fund Main Street Sidewalk Project for an amount not to exceed \$500,000 from the General Fund. Staff will submit a Capital Project Budget Ordinance Amendment at the September 5, 2017 meeting.