

Public Works & Utilities Agenda Item Summary Sheet

Meeting Date: July 5, 2022

Item: Golf Course Encroachments

Lead Staff: Brenda Ayers

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Agenda Attachments: Plat of Survey and Encroachment Photos

Requested Public Works & Utilities Action: Recommendation on next steps to resolve the issue

Background:

In 2020, the Mayor and Director of Operations entered into a Task Order with MSA in the amount of \$6,250 for a 2021 Plat of Survey of the golf course which included taking photos of suspected encroachments.

In February 2021 MSA completed the project and reported their findings to the City. During a meeting with the Zoning Administrator and Council President in May of 2022 I was informed about the survey and was told that letters had been sent to property owners with the encroachments.

In February 2021 the City Attorney reviewed the encroachments and provided three suggestions on how to resolve the issue. 1) send an informal letter informing the property owners that the encroachment may remain until such a time it is destroyed, repair or replaced. At which time the encroachment will need to end 2) Enter into an agreement with the property owner stating the same as #1 except it is signed by both the City and owner and is recorded. 3) Record a notice without the owner's agreement. He further stated #2 is the best option and advised that the City should decide and he will follow through.

Upon further investigation, I found that no action has been taken by the City since receiving the report from MSA and the advice from the attorney. I am bringing this to the PW&U Committee as a place to start for a recommendation to Council on how to handle the encroachments.