

1. Agenda

Documents:

[PWC AGENDA 08-06-2018.PDF](#)

2. Meeting Materials

Documents:

[DETENTION POND OWNERSHIP POLICY.PDF](#)
[REPAIR AND MAINTENANCE BUDGETS.PDF](#)



AGENDA

PUBLIC WORKS COMMITTEE

Monday, August 6, 2018 - 5:00 PM

Wastewater Treatment Plant – 26729 98th Drive NW

AGENDA

1. Repair and Maintenance Budgets
2. Detention Pond Ownership Policy



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM NUMBER: 2
DATE: August 6, 2018
SUBJECT: Privately Owned Detention/Retention Ponds and Facilities Policy
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS:

ISSUE

The issue in front of the Public Works Committee is establish a policy for accepting ownership of privately owned detention/retention ponds and facilities for later adoption by Council.

SUMMARY STATEMENT

There are currently 30 ponds or drainage facilities in the City and 21 are City owned. Current policy requires all new development, excluding commercial and multi-family, deed their drainage facilities to the City at plat approval.

DISCUSSION

Previous City staff had opened the dialogue with property owners and homeowners associations about the City taking over ownership of their drainage ponds and facilities. It was unclear what the policy would be as far a simple transfer, added monthly fee, additional rate increase to each development or rate increases citywide. Most developments were unwilling to take on an extra charge of any kind and did not pursue the transfer of ownership. The residents in Candle Ridge Phase II have always expressed an interest in the transfer and have worked to obtain the necessary consent and signatures to allow for this to happen. The problem is when most developments showed no interest the item was not pursued and no policy has been adopted for allowing transfers to take place.

FINANCIAL IMPACT

To be determined by what policy is adopted.



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM NUMBER: 1
DATE: August 6, 2018
SUBJECT: Repair and Maintenance Budgets
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS:

ISSUE

The issue in front of the Public Works Committee is to discuss how and when repair and maintenance items can be purchased without bringing to Council prior.

SUMMARY STATEMENT

Current purchasing policies require items being brought to Council when they are unbudgeted or exceed \$7,500. Often times these are repair and maintenance items that are nearly impossible to identify and budget for and also exceed \$7,500. Depending on need, and timing of Council meetings, this sometimes creates a 2-3 week waiting period for staff to make the purchase.

DISCUSSION

Most times when items or components of a system are in need of repair staff will just complete the fix and move on. On occasion the item needing attention results in a cost over the \$7,500 allowed without prior Council approval. If it is a budgeted line item there is a non-issue. Often times the issue is a repair or maintenance issue and very difficult to predict and include in the budget as most failures are unforeseen. Staff would like to have clear direction given that if this situation occurs a purchase can be made based on telephonic conversations with this committee and then a follow up with the full Council.