

PUBLIC WORKS/PARKS COMMITTEE MEETING
Monday, August 6, 2018 – 5:00pm
Wastewater Treatment Plant – 26729 98th Drive NW
MINUTES

Attendance:

Councilmembers: Rob Johnson, Tim Pearce, Judy Williams

City Staff: Kevin Hushagen, Lisa Sokolik, Patricia Love *-attended issue #2*

The full meeting agenda packet with detailed information can be found on the City's website at www.ci.stanwood.wa.us

1. Repair and Maintenance Budgets

Staff asked the committee if the purchasing policy could be updated to allow staff to get telephonic authorization to purchase parts needed to make equipment repairs instead of waiting until the next meeting to get authorization. This would allow staff to order the parts right away and get equipment up and running sooner than later. Staff would update full council at the next scheduled council meeting.

Recommendation: The Committee recommended updating the purchasing policy and to bring to full council for adoption.

2. Detention Pond Ownership Policy

The current SMC 12.14.040 states that newly constructed or annexed existing stormwater facilities shall be transferred to the city for ownership and maintenance at the time of final plat or annexation. The city does not collect extra fees when we take stormwater facilities into our system. Staff suggested to the PW committee that the code be codified to include the 9 facilities that are privately owned.

The committee agreed that the city should take ownership of all retention/detention facilities as they are all part of our drainage system and to not charge a fee to the current owners.

Staff will meet with property owners who were initially told that they would have to pay a fee in order for the city to take ownership. There will not be any fee to the property owners.

Council Members Pearce and Williams voiced a concern about the recording fees associated with taking over ownership of these facilities and directed staff to talk to the city attorney; some retention/detention facilities are owned equally by 30 lot owners within the development. Each of these owners will have to sign over their share of the facility to the city and all of those documents would then have to be recorded.

The committee would like staff to bring to the September 10, 2018 PWC meeting a written policy (draft), the city attorney's advice as to the best way to take ownership, and an estimate of how much the recording fees will be.

The committee also recommended that the drainage staff have retention/detention pond maintenance training.