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MEMORANDUM

Engineering Services

To: Kenneth Jaclola and City Council

Date: November 3, 2026

From: Shana Olson, Development Services Director

Subject: **Resolution to Provide Water Service Outside City Limits**

I. INTRODUCTION

Property owner Kambria A. Shoemaker has requested emergency City water service for the property located at 725 Russell Drive (see attached map). The property is located outside City limits and is contiguous with the City, and an existing City water main runs along the property's frontage.

The property's existing well has failed, leaving the residence without a functioning water supply. The owner submitted an annexation application; however, the Planning Commission cannot consider the annexation until December 2026. Because of the immediate need for water service, staff requests authorization to allow the property to connect to the City water system before the annexation process is complete.

II. RECOMMENDATION

Staff recommends that the City Council approve a resolution authorizing an emergency connection to the City water system for the property located at 725 Russell Drive, outside City limits, pending completion of the annexation process.

