

STAFF REPORT



SUBJECT: Extension of Utility Services Beyond City Limits
MEETING: Regular Business Meeting – 01 AUG 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends including the policy addressing the extension of utility services beyond the current city limits into the Engineering Standards Manual.

BACKGROUND:

The Public Works Committee met on June 20, 2023, and discussed the extension of utilities outside the city limits. It was noted recent utility extensions have been to properties requesting voluntary annexation into the city limits.

It was noted when a request for utilities is made for property located outside the city limits, conformance with the city's existing ordinances as well as future maintenance costs are considered.

The committee voted unanimously to forward a positive recommendation to the full council to create a formal policy requiring properties contiguous to the city limits to be voluntarily annexed into the city in order to receive city utility services.

A copy of the draft policy is attached to this memorandum for council consideration.

ATTACHMENTS:

[EXTENSION OF UTILITY SERVICES BEYOND CITY LIMITS](#)

IV. EXTENSION OF UTILITY SERVICES BEYOND CITY LIMITS

4.1 EXTENSION OF UTILITY SERVICES – CONTIGUOUS TO CITY LIMITS

When city water and/or wastewater services are sought for property contiguous to the existing city limits, the property shall be voluntarily annexed into the city as a condition of receiving such utility service.

- a. As part of the voluntary annexation process, a Municipal Services Agreement will be completed to define the terms of service.

4.2 EXTENSION OF UTILITY SERVICES – NOT CONTIGUOUS TO CITY LIMITS

For property not contiguous to the existing city limits, conformity with the city's general plan, building, zoning, and other codes, regulations, ordinances, and policies as well as future maintenance costs may be considered prior to granting such utility service.