

**BUSINESS OF THE CITY COUNCIL
WINDSOR HEIGHTS, IOWA
AGENDA STATEMENT**

Item No. 6
For Meeting of 09/04/07


ITEM TITLE: Consideration of resolution adopting a storm debris/brush waste collection policy

CONTACT PERSON: Marketa George Oliver, City Administrator

SUMMARY EXPLANATION

In its July meeting, the Public Works Committee discussed the issue of brush waste pick up following a storm. After the most recent storm event, it was clear that it would make the process much smoother if we had a policy in place as to how we can determine whether or not there would be a special pick up. A draft policy is attached. In order to accomplish this, it would be necessary to add a collection fee to the garbage bill to cover the costs of this service. The original amount discussed was \$.50 per month, however, based on the past year of usage, \$.32 would be enough to cover that amount. For example, the cost of storm debris/brush waste collection in the past year has been \$7,640.25. The City has approximately 2000 garbage accounts. Dividing the cost of the past year's collections by the number of garbage accounts, suggests a monthly charge of \$.32 would be needed to cover the costs. The brush waste collection is a function of the garage service, which is an enterprise fund, which should support its own functions.

The attached resolution approves the policy and an ordinance that is later on this agenda sets the monthly charge of \$.32 for storm debris/brush waste collection.

_____Resolution _____Ordinance _____Contract _____Other (Specify)_____
Funding Source _____
APPROVED FOR SUBMITTAL _____ <div style="text-align: center;"> _____ City Administrator</div>

STAFF RECOMMENDATION: Pass resolution on a roll call vote.

COUNCIL ACTION:

RESOLUTION 07-0904/

APPROVING AN ADMINISTRATIVE POLICY REGARDING TRAVEL

WHEREAS, the City of Windsor Heights, Polk County, State of Iowa, is a duly organized Municipal Organization; **AND**,

WHEREAS, the City strives to provide superior municipal services at the lowest cost possible; **AND**,

WHEREAS, the City Council wishes to adopt an administrative policy regarding storm debris/brush waste collection to further ensure that the public's money is spent in a prudent and lawful manner and to provide a method to address storm debris in a quicker manner;

NOW THEREFORE BE IT RESOLVED by the City of Windsor Heights City Council in session this 4th day of September, 2007 that it hereby adopts this Administrative Policy regarding storm debris/brush waste collection and this policy shall be effective upon passage.

David J. Sullivan, Mayor

Attest:

Marketa George Oliver, City Administrator/Clerk

City of Windsor Heights Administrative Policy: Storm Debris/Brush Waste Collection

Effective Date: September 4, 2007

This policy addresses the issue of brush waste collection following a storm.

Effective immediately, following a significant storm event, the Director of Public Works will evaluate the damage and make a recommendation to the City Administrator as to whether or not there should be a special storm debris collection. This action will take place within 24 hours of the event. The City Administrator will make a determination as to whether or not there will be a special collection and advise the Mayor, City Council Members and City Personnel.

Within 48 hours of the event, a press release will be dispatched related to the collection to inform the general public.

General guidelines for collection of storm debris include:

- Residents put debris at curb in manageable piles;
- Limbs do not need to be bundled, but should be in lengths of 6-feet or less;
- Limbs should be less than 10-inches in diameter;
- Smaller sticks should be bundled or contained in a bio-degradable bag.
- Note: Grass clippings will not be collected without a Compost It! sticker.

With the adoption of this policy, the City will no longer have an annual brush waste collection. A surcharge will be added to the City's garbage bill for the collection. The collection of the surcharge will be evaluated annually to determine whether or not the surcharge is necessary. For example, if there were no special pick ups during the year, there would be a surplus to handle future events.