

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
AURORA WATER AND PUBLIC WORKS DEPARTMENT

**SUBJECT: RESPONSIBILITIES FOR REPAIR, MAINTENANCE AND IMPROVEMENTS OF STORM DRAINAGE INFRASTRUCTURE**

**PURPOSE:** The Aurora Water Department operates a Drainage Enterprise Fund for the purpose of constructing and maintaining an efficient storm drainage system. The City Code defines this system in section 17-17 as “All drainage facilities owned, operated or maintained by the city which are used for the conveyance, control or storage of stormwater to, through and from drainage areas to points of final outlet, including but not limited to any and all of the following: conduits, canals, ditches, channels, streams, gulches, gullies, flumes, culverts, streets, curbs, gutters, catch basins, detention and retention ponds, siphons, bridges, pump stations, and all features appurtenance thereto. (*Code 1979, 17-17; Ord. No. 2005-74, 1, 10-10-2005; Updated Section 138-361.*)

Most of this storm drainage system has traditionally been maintained by the Stormwater Division of the Aurora Water Department. However, some items, such as streets, curbs and gutters, have been maintained by the Streets Division of the Public Works Department. In some cases these responsibilities overlap. This document attempts to clarify the operational and financial responsibilities of the two departments relative to the repair, maintenance and improvement of the system.

While the intent is to clarify the Departments’ respective financial responsibility, both Departments are encouraged to share resources and equipment to accomplish the necessary repair, maintenance and improvement activities.

Capital improvement projects, as compared with ordinary repair and maintenance projects, shall include in its work any storm drainage system and/or roadway infrastructure improvements needed to complete the capital improvement, including site restoration. The department initiating the capital improvement shall be responsible for cost of this work, except as noted below.

**Exceptions:** Where planned capital improvement projects involve drainage systems and roadway infrastructure a negotiated cost share for the improvements benefits both departments, respective of drainage systems and roadway infrastructure.

**RESPONSIBILITIES:** The following examples are intended to clarify the basic financial or lead department responsibility for maintenance, repairs, replacement and improvements. In addition, these responsibilities will guide compliance with other agreements the City may have with other agencies like CDOT for contract maintenance services within the City’s jurisdiction.

Item Description	Department
Conveyance system: drainage ways, channels, channel bank stabilization, channel streambed stabilization, drainage conduits, detention facilities, overflow easements and drainage tracts	Aurora Water
Curbs, gutters, streets	Public Works
Sidewalks, including transitions to inlets decks	Public Works
Chase Drains in sidewalks connected to drainage system	Aurora Water
Chase Drains in sidewalks not connected to a drainage system	Public Works
Inlet Decks, Crosspans–repair/replacement-subject to agreed upon funding	Aurora Water
Inlet Boxes – repair/cleaning	Aurora Water
Non-Typical Storm Inlets includes grating (ex. 11 <sup>th</sup> . & Delmar)	Aurora Water
Cleaning of trash from inlet grates on streets	Public Works
Cleaning of trash from culvert inlets, area inlets in ditches etc.	Aurora Water
Roadside ditches (borrow), maintenance mowing, grading, trash/debris and weed control (unimproved)	Public Works
Roadside ditches, rip rap repair, excavation and mucking	Aurora Water
Driveway conduits- Private	Property Owner
Drainage Conduits under public streets including manholes, wingwalls, cutoff walls and associated fences and railings etc.	Aurora Water
Bridge components - piers, abutments, deck, pavement slab, sidewalks, railings, fences on bridge railings.	Public Works
Bridge – channel modification, channel transitions	Aurora Water
Street trench patching or overlay associated with drainage conduit installation or maintenance.	Aurora Water
Street Overlay associated with street reconstruction or street maintenance	Public Works
Manhole maintenance/repair associated with Street Overlay program	Aurora Water
Public Property Sidewalk snow removal- Performed in accordance with snow plans- includes ice removal.	Public Works

Approvals

  
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 Director of Aurora Water

  
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 Director of Public Works

  
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 Deputy City Manager

2/25/13  
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 Revised Date