



MEMO

TO: Board of Trustees
FROM: David De Angelis
DATE: July 21st, 2023
RE: Agenda Items

Item A: Review and possible action regarding policy and procedure for water laterals for individual properties adjacent to the watermain to be installed by Mandel for Caroline Heights.

Please find below the information from my COW memo.

Item 1. Discussion on municipal water lateral installation policies and procedures.

The Board has directed staff to put together alternatives for facilitating lateral connections for those properties adjacent to the future water main loop being installed for the Caroline Heights Development. The basic process would entail the Village sending out individual notice letters to the property owners immediately adjacent to the future water main. Individual properties will pay differing connection fees based on the location of the property to the future water main and potentially extra charges. The properties on the north side of Watertown Plank Road have a \$1,000 increase due to their longer distance to the future main and necessary sidewalk repairs. Properties located within the Meadows of the Grove Subdivision (colored orange on map) have a \$1,000 increase for the contractor to perform the actual connections. Finally, each commercial property will be assessed a lateral installation fee based on the actual lateral sizing required for their services. Therefore, the Village intends to send four different notice letters which are tailored for these differing connection scenarios.

The PWUC committee reviewed and made the following recommendations.

1. Not to allow back yard connections.
2. To have signed commitment from residents by the end of August with payment due by October 15th, 2023. If unpaid at November 1, 2023 the Village will place the unpaid as a special charge on the property tax bill with interest.
3. PWUC recommended the Village consider facilitating the installation of water service laterals at an average cost based on the number of those property owners choosing to opt into the program. Subsequent to the July 17th PWUC meeting, Village staff evaluated individual lateral installation costs on an individual property connection cost basis, and by utilizing an average cost basis if all single-family properties within the service area participated. Please reference the enclosed Lateral Cost Summary document for discussion.

Village Board Project Status Update
As of: 6-20-23

| | Project | Update |
|---|--|---|
| 1 | Underwood Creek Daylighting/Restoration | Demolition is complete. The draft appraisals have been received and are scheduled for discussion tonight in closed session. |
| 2 | Gebhardt Road/Pathway | Project has started as of June 19 th . There will be regular updates from the engineer to those who sign up for notices. At this time the majority of the grading and widening is complete and the gas main work continues. |
| 3 | Municipal Water Extension | The COW has directed staff to update the previous draft agreement with Wauwatosa for the purpose of extending municipal water further into the Village and that is currently in progress and that draft is currently being reviewed by Wauwatosa. |
| 4 | Streambank Stabilization Underwood Creek | This project is complete and planting and watering is ongoing. |
| 5 | Caroline Heights | At this time we are anticipating start of demolition immediately following property closure sometime in August. Water plans have been submitted to the DNR and the PSC has completed its review and approval. |
| 6 | Door lock project | This project is complete and in final closeout with final payment on tonight's agenda. |
| 7 | AV System Upgrade | This project construction is now complete. All of the work has been performed and we are awaiting final invoicing. |
| 8 | Fencing project | As of this writing the fence is about 75% complete and should be completed by the end of next week. |