



# MEMO

TO: Board of Trustees - COW  
FROM: David De Angelis  
DATE: July 21, 2023  
RE: Agenda Items Committee of the Whole

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## **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 15<sup>th</sup>, 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 17<sup>th</sup> 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.

The service area map and summary of charges are in the packet.

## Item 2. Discussion on Transportation Budget

The PWUC committee was asked to review the transportation budget for the upcoming year. Included in your packet is the information the committee was provided for the July 17<sup>th</sup> meeting. There will be approximately \$1.4M available for use in the transportation budget for next year, which includes the reallocation of \$240,000 in bridge funding.

The PWUC committee made the following recommendations.

1. Move the Highland pathway segment, North Avenue to Gebhardt Rd, to 2024 with an estimated cost of \$550,000.
2. Prioritize all 4 and 4/5 PASER roadways for inclusion in the transportation budget for 2024 up to \$800,000.
3. Attempt to complete the 2023 PASER rating prior to the completion of the 2024 budget.

## Item 3: Discussion on Underwood Creek Daylighting Project

There has been questions raised on the specifics of the necessity of doing the daylighting project. Included in your packet is the original MOU with the DNR regarding this portion of the Underwood Creek. The important items from this MOU are that the current cover/cap over the creek is an unpermitted structure and there are to be no repairs done on the structure as the DNR will not issue permits for repair of an unpermitted structure. This structure is currently owned by Elm Grove Associates LLC and they are fully responsible for the structure.

The Village has diligently pursued financing for this project and to move the creek into a more advantageous location while removing the prospect of a collapse on the property. At this point in time the Village has secured almost \$1M in grants and support and is in a position to now use stormwater utility and TIF #2 monies to support the completion of the original envisioned project. There are structural inspections done by the property owner on an ongoing basis and to the best of my knowledge at this point there are no restrictions on the structure. It should be noted that the potential of failure comes with every major storm event due to the poor condition of the base and sidewalls. Below is a copy of the rough schedule I put forward earlier in the year.

| Underwood Creek<br>Daylighting      | Start<br>Date | End Date  |
|-------------------------------------|---------------|-----------|
| OHM Property Demo                   | Feb-23        | 3/30/2023 |
| Purchase RR property                | 1/1/2023      | 2/1/2024  |
| Easements from remaining properties | 1/1/2023      | 8/1/2023  |
| Educational materials               | 2/1/2023      | 4/1/2024  |
| Referendum                          | 1/1/2024      | 4/2/2024  |
| Amenities and design elements       | 1/1/2023      | 8/1/2023  |
| Financing strategy                  | 1/1/2023      | 1/1/2024  |
| Final permitting                    | 8/1/2023      | 1/1/2024  |
| Bidding                             | 5/1/2024      | 6/1/2024  |
| Construction                        | 8/1/2024      | 5/31/2025 |

