
MEMORANDUM

TO: CHAIRMAN MORAS AND FINANCE COMMITTEE

FROM: NICHOLAS MOSTARDO, DIRECTOR OF FINANCE

SUBJECT: STORMWATER UPDATES

DATE: 12/8/2020

CC: KELLY AMIDEI, VILLAGE ADMINISTRATOR

Background

Since late-summer, staff and the Village's consultants at NewGen Strategies and Solutions and MGP have been working on matching the stormwater impervious surface data to the Village's existing utility billing database. This process was completed the week prior to Thanksgiving and the database was handed over from MGP to NewGen for the development of the customer stormwater utility fee lookup utility. This utility will be completed shortly and a demo will be presented to the Village Board during the December 8, 2020 Committee of the Whole/Finance Committee meeting.

Separately, with the lookup utility nearly complete, it is time to begin discussing the conclusion of the Phase II of the stormwater utility feasibility study and the introduction of the fee to the Village's customer base.

Analysis

For Village Board consideration, staff is proposing the following milestones to conclude the stormwater utility fee development and implementation process:

1. No later than December 18, 2020 – Launch of final customer lookup utility
 - a. We will publish the availability of this utility and stormwater utility fee background on the Village's website, the electronic newsletter, and social media. We will utilize a centralized landing page on the Village's website for this information.
2. Thursday, January 14 and Thursday January 28, 2021 – Virtual resident/business forums to discuss the fee, facilitated by the NewGen, Village staff, and the Mayor (held in a format similar to the non-home rule sales tax public information meetings).
 - a. Staff would use all available resources to widely disseminate information about these meeting opportunities. Mayor Wepler may wish to utilize a *Code Red* in advance of the meeting dates.
3. Tuesday, February 9, 2021 – NewGen presents final Phase II study results to the Village Board Committee of the Whole after incorporating input from public meetings. Village Board issues final policy direction for preparation of the stormwater utility fee ordinance.
4. Tuesday, February 23, 2021 – Village Board adopts an ordinance establishing a stormwater utility.
 - a. The ordinance will be prepared by Village staff and NewGen staff and will undergo significant legal review by the Village Attorney.
 - b. Once approved, mailers will be included with all utility bills explaining the new charge in advance of the fee going into effect.

5. Wednesday, September 1, 2021 (bills issued on or after) – The stormwater utility fee begins appearing on customer bills.
 - a. This date provides a six-month period for residents and business to prepare for the stormwater utility fee. It was previously the desire of the Village Board to afford residents and businesses this advance notice period.

The Stormwater Sewer Fund has adequate access to resources to maintain progress towards ongoing project completion (FY 2021-2022 Rockland Construction; Highlands Phase II Engineering) even if the charges for the fee are not introduced until September 1, 2021. Not only is the Village in serious consideration for significant state grants, having a fee ordinance on the books will also allow the Village to begin raising money from issuing alternate revenue bonds as prescribed by Phase I of the Stormwater Utility Feasibility Study.

Recommendation

1. Provide policy direction on the proposed timeline for the finalization of a stormwater utility fee.