MINUTES OF A COMMITTEE OF THE WHOLE MEETING OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES OSWEGO VILLAGE HALL 100 PARKERS MILL, OSWEGO, ILLINOIS October 17, 2023

CALL TO ORDER

President Ryan Kauffman called the meeting to order at 6:01 p.m.

ROLL CALL

Board Members Physically Present: President Ryan Kauffman; Trustees Kit Kuhrt, Karin McCarthy-Lange, Karen Novy, Jennifer Jones Sinnott, and Andrew Torres.

Board Members Absent: Trustee Tom Guist

Staff Physically Present: Dan Di Santo, Village Administrator; Tina Touchette, Village Clerk; Jennifer Hughes, Public Works Director; Shane Yackley, Deputy Chief; Rod Zenner, Community Development Services Director; Andrea Lamberg, Finance Director; Joe Renzetti, IT Director; Bridget Bittman, Community Relations Manager-Marketing; Kevin Leighty, Economic Development Director; Kerry Behr, Project Engineer; Madeleine Trinco, Management Analyst; and David Silverman, Village Attorney.

PUBLIC FORUM

Public Forum was opened at 6:01 p.m.

James Marter II addressed the Board regarding the water source; why there wasn't more addressed by the previous Boards to prepare for the water source; real estate transfer tax was implemented to off-set the costs; misinformation; governing with transparency; need to find solutions on how to pay for the water source.

Wayne Harshberger addressed the Board regarding the Board's Economic Development Commission appointment at tonight's regular Village Board meeting; Raphael Obafemi is the new CFO for the school district; potential liability; does the Board want someone who has had a lapse of judgement serving on the Economic Development Commission. He provided the Board with a handout on the operational services for the school district.

There was no one else who requested to speak. The public forum was closed at 6:07 p.m.

OLD BUSINESS

E.1 Continuing Discussion of Proposed Water and Sewer Rates

Staff and representatives from Baxter & Woodman (Carolyn Grieves and Tim Chan) provided four scenarios to cover the cost of water transmission. Staff needs direction to bring back an ordinance for approval at the next Board meeting. A lot of work was done behind the scenes to set better equitable rates. The following was presented:

Overview

- 1. Rate Study Overview Recap
- 2. Updated Study Assumptions
- 3. Preliminary Rate Study Scenarios
 - Rate Scenario Comparisons
 - Rate Impacts and Sample Bills
- 4. Neighboring Sample Bill Comparison

- Revenue Requirements vs. Customer Impacts

Review the fully funded Revenue Requirements against proposed rate increases and impact to sample customer bills under the Village's current rate structure:

Needs: Reduce Non-Revenue Water Address Aging Infrastructure Upsizing Infrastructure Build Financial Reserves

- Maintaining reserves
- Tough balance

- Preliminary Study Assumptions

- 1. Purchasing Water Costs begins in August 2027 and assumes 10% Non-Revenue Water throughout projection
- DWC Rate projected to increase ~2% per year, which is subject to change based on agreement with CDWM
- 3. Wells convert to emergency status only in August 2027
- 4. Costs associated with Capital Projects and Debt Service will change in 2023.
- 5. Debt Service Assumptions are currently based on a combination of IEPA, WIFIA, and DWC Loans
- 6. Impact of real estate transfer tax \$450,000 per year

Updated Study Assumptions

Financial Model was revised to account for Fiscal Year Calendar Transition

- Fiscal Year 2024: May 1, 2023 through April 30, 2024
- Fiscal Year 2025: May 1, 2024 through December 31, 2025
- Fiscal Year 2026: January 1, 2026 through December 31, 2026

Rate Increases begin on January 1, 2024

Rate Increases occur on January 1 for all subsequent years

- Village's Water Connection Fees - New Development

1. Currently \$2,200/unit (for all unit types)

2. Consider increasing by \$1,000-\$3,000/unit for single-family and townhomes

	Projected* ADDITIONAL Revenue										
5-Year Time Period	\$1,000 Increase	\$2,000 Increase	\$3,000 Increase								
2026 - 2030	\$275,000	\$550,000	\$825,000								
2031 - 2035	\$575,000	\$1,150,000	\$1,725,000								
2036 - 2040	\$800,000	\$1,600,000	\$2,400,000								
2041 - 2045	\$850,000	\$1,700,000	\$2,550,000								
2046 - 2050	\$910,000	\$1,820,000	\$2,730,000								
25-Year TOTAL	\$3,400,000	\$6,800,000	\$10,200,000								

*Based on current growth projection scenarios

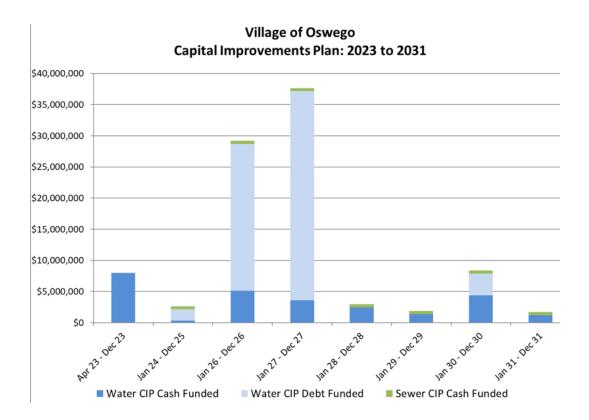
- Impact of Connection Fees on Rate Increases

Minimal or no impact to near-term rate analysis

Recommend reviewing rate increases annually to determine potential impacts based on Connection Fee Revenues in future years

Connection Fee Increase	Potential Water Volumetric Rate Impact
\$1,000 Increase	No change to projected rates
\$2,000 Increase	Maximum reduction of 1% to the Water Volumetric Rate increase after 2029
\$3,000 Increase	Maximum reduction of 2% to the Water Volumetric Rate increase after 2029

- Current developments pay the old fees
- Impact fees will only affect new developments
- Starts to make a difference in 2029

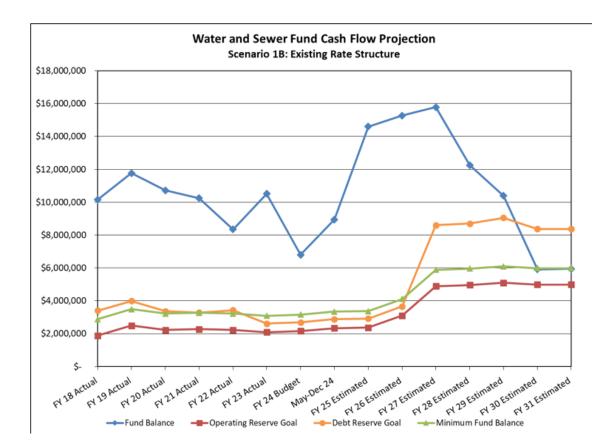


Draft Debt Service Assumptions

1. Proposed Debt Service is subject to change based on loan agreements and total capital cost

	Total Loan Amount	Loan Period (years)	Interest Rate	Annual Debt Service	Payments Begin
WIFIA	\$29,699,096	30	4.27%	\$1,774,248	2028
DWC	\$10,373,000	30	0.00%	\$345,767	2028
IEPA	\$17,088,304	20	2.00%	\$1,045,065	2028
IEPA	\$3,450,000	20	2.00%	\$210,991	2030

- All subject to negotiations
- Continue to monitor the programs and loan amounts



- Goal is to keep the blue line above the green line
- Keep the fund balance the same
- FY25- transition year (19 months)

- Village's Existing Rate Structure

	Village of Oswego – Current Utility Rates									
	Water (Per 1,000 gallons)	Sewer (per 1,000 gallons)	Fixed (Bi-Monthly)							
Non-Senior	\$7.39	\$1.71	\$6.34							
Senior	\$3.70	\$0.86	\$6.34							

- Volumetric rate- pay for what you use
- Will the single rate cover the cost burden?
- Balancing the rates

— Rate Scenarios/Structures Summary

- The draft rate increases are subject to change based on capital project costs and debt service
- 2. Rate increases are scheduled for January 1 of each year, beginning in 2024
- 3. Sample bills for all scenarios will be compared after reviewing each scenario

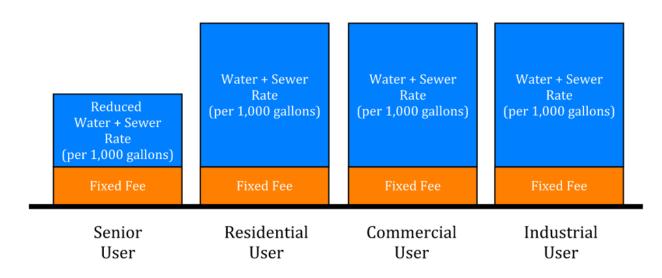
Rate Structure	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Existing Fixed Fee	Х			
Fixed Scaled Meter (New)		х	Х	х
Existing Water Volumetric	Х	X	Х	
Existing Sewer Volumetric	х	х	Х	х
Residential Inclining Block (New)			х	x
Non-Residential Inclining Block (New)				х

• Scenario 1 information was provided at the August 2023 Committee of the Whole meeting

Draft Scenario 1: Existing Rate Structure

- \$2 Annual Increase to Fixed Fee
- 6% Annual Increase to Water Volumetric Rate
- 4% Annual Increase to Sewer Volumetric Rate
- Lower projected increase

Draft Scenario 1: Bill Composition



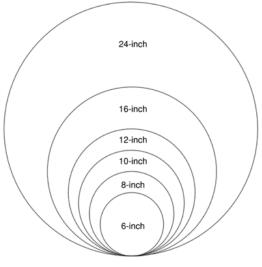
Draft Scenario 2: Fixed Scaled Meter

Fixed Scaled Meter:

A fixed charge proportional to the customer's meter size

Accounts
2
8
)
3

Cross Sectional Area of a Pipe by Diameter



- Larger meter- costs to maintain increase
- Majority of meters are ³/₄" and 1" residential

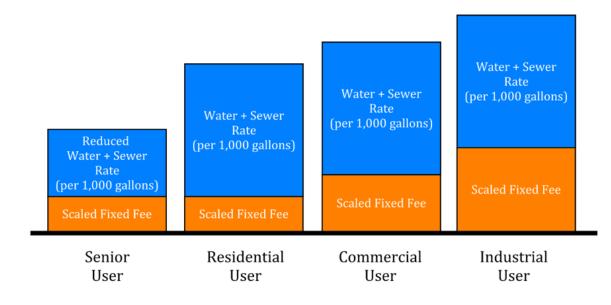
Draft Scenario 2: Summary

- Implementation of Fixed Scaled Meter in 2025
- \$1 to \$2 Annual Increase to Base Fixed Fee (3/4" Meters and less)
- 4% to 6% Annual Increases to Water Volumetric Rate
- 4% Annual Increase to Sewer Volumetric Rate

Meter Size	Fixed Fee 2024	Fixed Fee 2025
3/4-inch Fixed Fee	\$7.34	\$8.34
1-inch Fixed Fee	\$7.34	\$14.85
1.5-inch Fixed Fee	\$7.34	\$33.36
2-inch Fixed Fee	\$7.34	\$59.30
3-inch Fixed Fee	\$7.34	\$133.44
4-inch Fixed Fee	\$7.34	\$237.19
6-inch Fixed Fee	\$7.34	\$533.76

• No 6" meters currently in the Village

Draft Scenario 2: Bill Composition

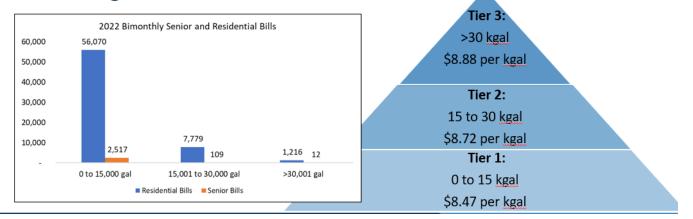


• Setting fair fixed rates

Draft Scenario 3: Fixed Scaled Meter and Residential Inclining Block

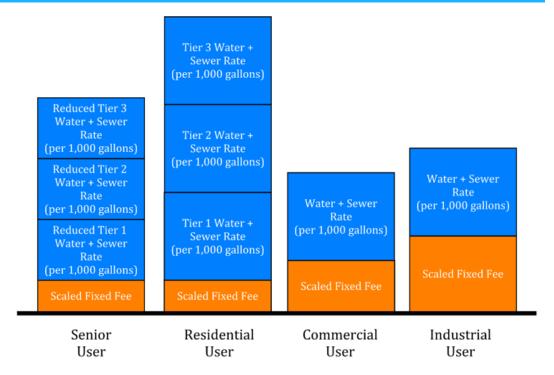
Fixed Scaled Meter rate schedule is identical to Scenario 2

Implement Inclining Vol. Block Structure to Residential Users starting in 2026



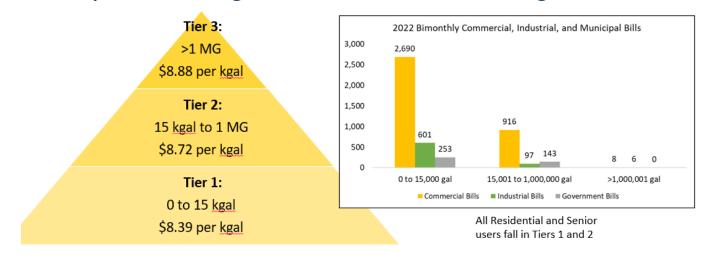
- Addressing volumetric rate and recapture burden on water and sewer system
- 14% exceeding 8,000 gallons during the summer months
- Rate structure
- Control and fine tune

Draft Scenario 3: Bill Composition

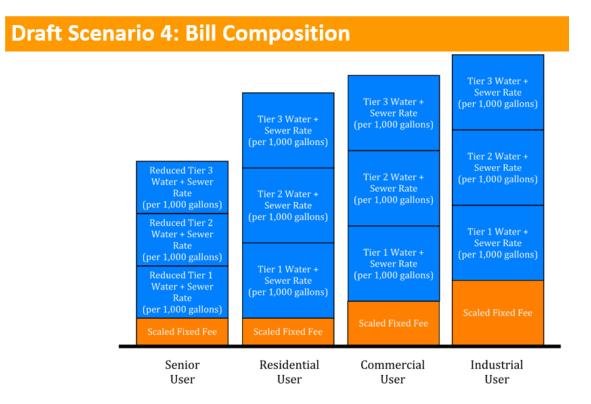


Draft Scenario 4: Fixed Scaled Meter and Universal Inclining Block

Fixed Scaled Meter rate schedule is identical to Scenario 2
Implement Inclining Block Structure to all users starting in 2026



- 83% in Tier 1
- Schools and churches are included in the government bills



• Focusing on fair and equitable rates

— Large Commercial/Industrial Sample Bimonthly Bill

2,000 kgals – 4-inch Meter

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$18,210.34	\$19,236.10	\$20, 320. 55	\$21,467.09	\$22,679.35	\$23,961.13	\$25, 316.50	\$26,749.75	\$28, 265. 39
Percent Increase		5.6%	5.6%	5.6%	5.6%	5.7%	5.7%	5.7%	5.7%
Dollar Increase		\$1,025.76	\$1,084.45	\$1,146.54	\$1,212.25	\$1,281.79	\$1,355.37	\$1,433.24	\$1,515.65
Scenario 2	\$18,210.34	\$18,939.50	\$20,080.35	\$21,063.91	\$22,263.22	\$23,558.14	\$24,924.13	\$26,365.34	\$27,886.14
Percent Increase		4.0%	6.0%	4.9%	5.7%	5.8%	5.8%	5.8%	5.8%
Dollar Increase		\$729.16	\$1,140.85	\$983.56	\$1,199.31	\$1,294.92	\$1,365.99	\$1,441.21	\$1,520.80
Scenario 3	\$18,210.34	\$19,084.14	\$20, 104. 46	\$21,249.25	\$22,286.98	\$23,402.07	\$24, 568. 48	\$25,788.69	\$27,065.35
Percent Increase		4.8%	5.3%	5.7%	4.9%	5.0%	5.0%	5.0%	5.0%
Dollar Increase		\$877.80	\$1,020.32	\$1,144.79	\$1,037.73	\$1,115.09	\$1,166.40	\$1,220.22	\$1,276.65
Scenario 4	\$18,210.34	\$18,936.34	\$20, 104. 46	\$21,728.60	\$23, 490. 42	\$24,665.69	\$25, 895. 28	\$27,181.83	\$28, 528. 14
Percent Increase		4.0%	6.2%	8.1%	8.1%	5.0%	5.0%	5.0%	5.0%
Dollar Increase		\$730.00	\$1,168.12	\$1,624.14	\$1,761.82	\$1,175.27	\$1,229.59	\$1,286.56	\$1,346.31

• 11 users, but they may not all use this much water

- Residential Sample Bimonthly Bill

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$97.36	\$104.48	\$111.89	\$119.61	\$127.67	\$136.06	\$144.83	\$153.99	\$163.56
Percent Increase		7.3%	7.1%	6.9%	6.7%	6.6%	6.4%	6.3%	6.2%
Dollar Increase		\$7.12	\$7.41	\$7.72	\$8.05	\$8.40	\$8.77	\$9.16	\$9.57
Scenario 2	\$97.36	\$103.00	\$108.56	\$114.33	\$121.19	\$129.38	\$137.92	\$146.84	\$156.16
PercentIncrease		5.8%	5.4%	5.3%	6.0%	6.8%	6.6%	6.5%	6.3%
Dollar Increase		\$5.64	\$5.55	\$5.78	\$6.85	\$8.19	\$8.55	\$8.92	\$9.32
Scenario 3	\$97.36	\$103.00	\$108.56	\$114.33	\$120.34	\$127.59	\$135.09	\$142.86	\$150.91
Percent Increase		5.8%	5.4%	5.3%	5.3%	6.0%	5.9%	5.8%	5.6%
Dollar Increase		\$5.64	\$5.55	\$5.78	\$6.01	\$7.25	\$7.50	\$7.77	\$8.05
Scenario 4	\$97.36	\$103.00	\$108.56	\$113.52	\$118.65	\$125.82	\$133.23	\$140.91	\$148.86
PercentIncrease		5.8%	5.4%	4.6%	4.5%	6.0%	5.9%	5.8%	5.6%
Dollar Increase		\$5.64	\$5.55	\$4.97	\$5.13	\$7.17	\$7.42	\$7.68	\$7.95

10 kgals – 3/4-inch Meter

- Staggering the implementation of the mix scaled meter and inclining block
- Didn't want to double dip

— Large Residential Sample Bimonthly Bill

80 kgals – 1-inch Meter

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$734.50	\$777.45	\$822.75	\$870.53	\$920.94	\$974.13	\$1,030.27	\$1,089.52	\$1,152.06
Percent Increase		5.8%	5.8%	5.8%	5.8%	5.8%	5.8%	5.8%	5.7%
Dollar Increase		\$42.95	\$45.30	\$47.78	\$50.41	\$53.19	\$56.13	\$59.25	\$62.55
Scenario 2	\$734.50	\$764.63	\$808.57	\$848.56	\$897.17	\$950.25	\$1,006.18	\$1,065.11	\$1,127.23
Percent Increase		4.1%	5.7%	4.9%	5.7%	5.9%	5.9%	5.9%	5.8%
Dollar Increase		\$30.13	\$43.95	\$39.98	\$48.61	\$53.08	\$55.92	\$58.93	\$62.12
Scenario 3	\$734.50	\$765.63	\$810.35	\$874.14	\$943.28	\$991.40	\$1,041.67	\$1,094.22	\$1,149.14
Percent Increase		4.2%	5.8%	7.9%	7.9%	5.1%	5.1%	5.0%	5.0%
Dollar Increase		\$31.13	\$44.73	\$63.79	\$69.14	\$48.11	\$50.28	\$52.55	\$54.93
Scenario 4	\$734.50	\$765.46	\$810.18	\$864.68	\$922.97	\$970.07	\$1,019.28	\$1,070.71	\$1,124.46
Percent Increase		4.2%	5.8%	6.7%	6.7%	5.1%	5.1%	5.0%	5.0%
Dollar Increase		\$31.12	\$44.72	\$54.50	\$58.29	\$47.10	\$49.21	\$51.43	\$53.75

• Some are single metered with multi-tenants

- Senior Sample Bimonthly Bill

6 kgals – 3/4-inch Meter

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$33.65	\$37.18	\$40.81	\$44.52	\$48.34	\$52.26	\$56.29	\$60.43	\$64.70
Percent Increase		10.5%	9.7%	9.1%	8.6%	8.1%	7.7%	7.4%	7.1%
Dollar Increase		\$3.54	\$3.62	\$3.72	\$3.82	\$3.92	\$4.03	\$4.15	\$4.27
Scenario 2	\$33.65	\$35.74	\$38.10	\$40.54	\$43.29	\$47.15	\$51.11	\$55.19	\$59.39
Percent Increase		6.2%	6.6%	6.4%	6.8%	8.9%	8.4%	8.0%	7.6%
Dollar Increase		\$2.09	\$2.37	\$2.43	\$2.76	\$3.86	\$3.96	\$4.08	\$4.20
Scenario 3	\$33.65	\$36.73	\$39.10	\$41.53	\$44.03	\$47.61	\$51.26	\$54.99	\$58.80
Percent Increase		9.2%	6.4%	6.2%	6.0%	8.1%	7.7%	7.3%	6.9%
Dollar Increase		\$3.09	\$2.37	\$2.43	\$2.50	\$3.57	\$3.65	\$3.73	\$3.81
Scenario 4	\$33.65	\$36.73	\$39.10	\$41.29	\$43.53	\$47.08	\$50.70	\$54.40	\$58.19
Percent Increase		9.2%	6.4%	5.6%	5.4%	8.2%	7.7%	7.3%	7.0%
Dollar Increase		\$3.09	\$2.37	\$2.19	\$2.24	\$3.55	\$3.62	\$3.70	\$3.79

— Average Municipal/School Sample Bimonthly Bill

100 kgals – 2-inch Meter

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$916.54	\$969.73	\$1,025.85	\$1,085.08	\$1,147.59	\$1,213.58	\$1,283.25	\$1,356.81	\$1,434.49
Percent Increase		5.8%	5.8%	5.8%	5.8%	5.8%	5.7%	5.7%	5.7%
Dollar Increase		\$53.19	\$56.12	\$59.23	\$62.51	\$65.99	\$69.67	\$73.56	\$77.68
Scenario 2	\$916.54	\$953.95	\$1,051.46	\$1,106.32	\$1,171.97	\$1,248.10	\$1,327.77	\$1,411.21	\$1,498.63
Percent Increase		4.1%	10.2%	5.2%	5.9%	6.5%	6.4%	6.3%	6.2%
Dollar Increase		\$37.41	\$97.51	\$54.87	\$65.65	\$76.12	\$79.68	\$83.44	\$87.42
Scenario 3	\$916.54	\$962.13	\$1,058.35	\$1,121.28	\$1,178.85	\$1,245.98	\$1,315.68	\$1,388.06	\$1,463.27
Percent Increase		5.0%	10.0%	5.9%	5.1%	5.7%	5.6%	5.5%	5.4%
Dollar Increase		\$45.79	\$96.22	\$62.93	\$57.57	\$67.13	\$69.70	\$72.39	\$75.21
Scenario 4	\$916.54	\$954.74	\$1,058.35	\$1,132.57	\$1,211.68	\$1,280.45	\$1,351.87	\$1,426.07	\$1,503.18
Percent Increase		4.2%	10.9%	7.0%	7.0%	5.7%	5.6%	5.5%	5.4%
Dollar Increase		\$38.40	\$103.61	\$74.23	\$79.10	\$68.77	\$71.42	\$74.20	\$77.11

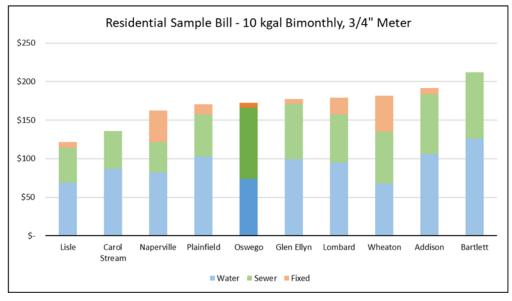
- Average Commercial/Industrial Sample Bill

240 kgals – 3-inch Meter

	FY23	FY24-2	FY25-2	FY26	FY27	FY28	FY29	FY30	FY31
Scenario 1	\$2, 190. 82	\$2,315.67	\$2,447.56	\$2,586.91	\$2,734.14	\$2,889.72	\$3,054.12	\$3,227.87	\$3,411.51
Percent Increase		5.7%	5.7%	5.7%	5.7%	5.7%	5.7%	5.7%	5.7%
Dollar Increase		\$124.85	\$131.89	\$139.35	\$147.23	\$155.57	\$164.40	\$173.75	\$183.64
Scenario 2	\$2, 190. 82	\$2,279.20	\$2,514.62	\$2,645.23	\$2,801.74	\$2,982.30	\$3,171.40	\$3,369.52	\$3,577.19
Percent Increase		4.0%	10.3%	5.2%	5.9%	6.4%	6.3%	6.2%	6.2%
Dollar Increase		\$88.38	\$235.42	\$130.61	\$156.50	\$180.56	\$189.09	\$198.12	\$207.67
Scenario 3	\$2, 190.82	\$2,297.44	\$2,530.10	\$2,680.06	\$2,817.18	\$2,976.16	\$3,141.30	\$3,312.91	\$3,491.28
Percent Increase		4.9%	10.1%	5.9%	5.1%	5.6%	5.5%	5.5%	5.4%
Dollar Increase		\$107.10	\$232.66	\$149.96	\$137.11	\$158.99	\$165.14	\$171.60	\$178.37
									-
Scenario 4	\$2, 190. 82	\$2,279.70	\$2,530.10	\$2,713.96	\$2,910.33	\$3,073.98	\$3,244.01	\$3, 420. 75	\$3,604.51
Percent Increase		4.1%	11.0%	7.3%	7.2%	5.6%	5.5%	5.4%	5.4%
Dollar Increase		\$89.36	\$250.40	\$183.86	\$196.38	\$163.64	\$170.03	\$176.74	\$183.76

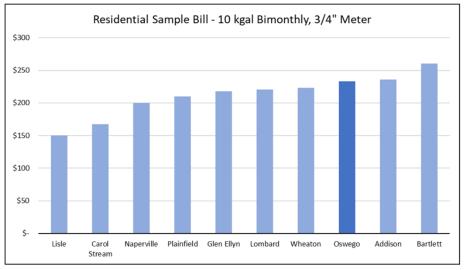
Neighboring Sample Bill Comparisons

- Oswego Comparison utilizes sample bills from Scenario 4 Fixed Scaled Meter and Universal Inclining Block
- Comparisons show 2023 rates as well as projected 2030 rates
- Neighboring communities' total bills increased at 3% per year for the 2030 comparison
- Sanitary District costs are added to Oswego and neighboring utilities, where applicable



Residential Sample Bill Comparison (2023)

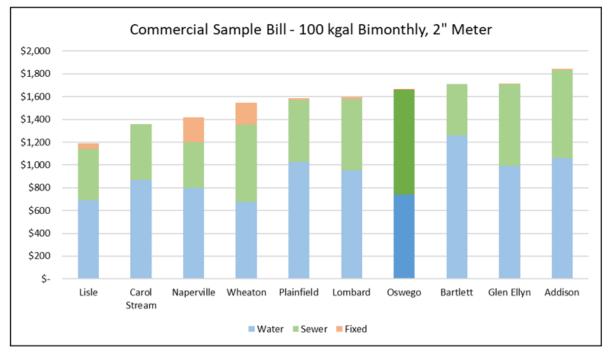
- Sewer rates included
- Sewer rates make up 40% of the overall bill

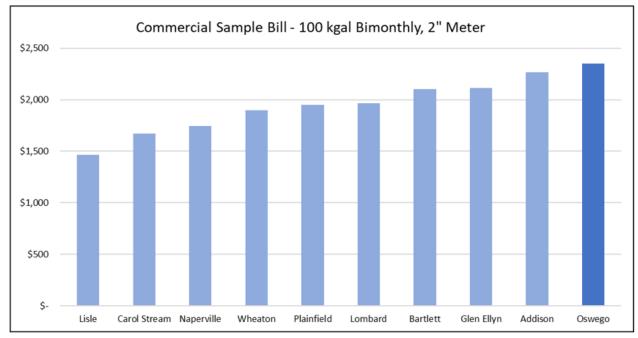


Residential Sample Bill Comparison (2030, Scenario 4)

- Yorkville and Montgomery were not included in the comparisons because their rate increases will be much higher
- Bartlett connected to DuPage 4 years ago

Commercial Sample Bill Comparison (2023)

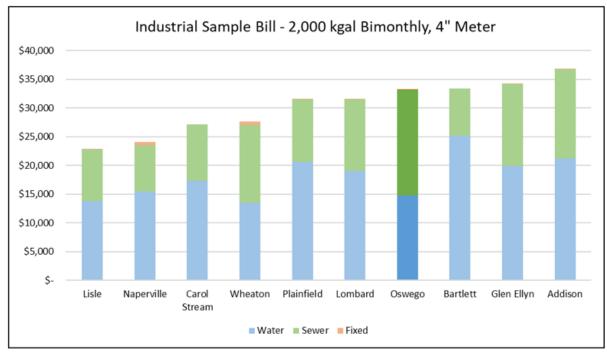




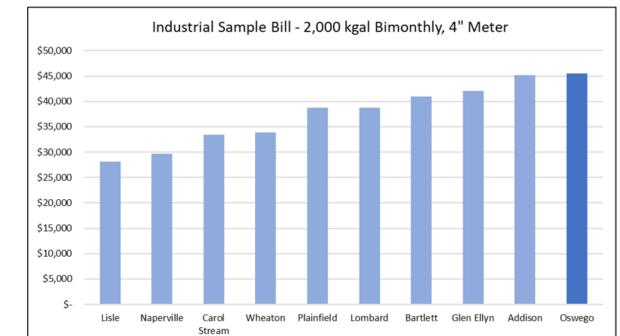
Commercial Sample Bill Comparison (2030, Scenario 4)

• Includes Fox Metro billing

Industrial Sample Bill Comparison (2023)



• Keeping it fair and equitable for Oswego



- Industrial Sample Bill Comparison (2030, Scenario 4)

Rate Scenario Comparison – 2031 Sample Bills

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	
	Existing Fixed Fee and Existing Volumetric	Fixed Scaled Meter and Existing Volumetric	Fixed Scaled Meter and Residential Inclining Block	Fixed Scaled Meter and Universal Inclining Block	
Non-Senior - Residential User	\$163.56	\$156.16	\$150.91	\$148.86	
Senior - Residential User	\$64.70	\$59.39	\$58.80	\$58.19	
Non-Senior - Large Residential User	\$1,152.06	\$1,127.23	\$1,149.14	\$1,124.46	
Average Municipal/School User	\$1,434.49	\$1,498.63	\$1,463.27	\$1,503.18	
Average Commercial/Industrial User	\$3,411.51	\$3,577.19	\$3,491.28	\$3,604.51	
Large Commercial/Industrial User	\$28,265.39	\$27,886.14	\$27,065.35	\$28,528.14	

• Rates based on bi-monthly billing

Summary and Conclusion

- Each subsequent scenario was developed to evaluate the impacts of implementing alternative rate structures.
- The goal of each scenario was to meet the revenue requirements of the Village while balancing the impact across its diverse customer base.
- Due to the number of assumptions and factors that could still change, it is strongly recommended that these rates be revisited on an annual basis through at least Fiscal Year 2027.

Village Board action requested:

 Select preferred scenario and direct staff to bring back an ordinance for adoption, effective January 1

Board and staff discussion focused on alternative rate structures; rates will carry on for many decades; impact fees apply to all; tried to be conservative; when the change to impact fees takes affect; whether to grandfather certain developments; can re-allocate; concept plans are not locked in developments; Board will still need to make a decision; need clear direction for drafting an ordinance; largest meter size is 4"; what size the school district meters are; larger meter doesn't mean they use the most water; schools use a lot of water; concerned with the schools having larger water bills; sample bills are customized to Oswego; no standard formula; comes down to specific users; bi-monthly billing; need information on monthly billing; can look at changing to monthly billing when we implement increases; advantage of getting an adjustment when irrigating in the summer; looked at every bill processed through the Village; revenue difference between each tier; deficit towards end of timeline; can adjust as we go along; 2-3 person household= average of 8,000 gallons bi-monthly; whether water rates go down in FY28; unsure if there will be a reduction in the rate; DWC still negotiating with Chicago; rates could go down in 2030 and beyond; planning for the worst.

Discussion will resume under Staff Reports at the October 17, Regular Village Board meeting.

NEW BUSINESS

There was no new business.

CLOSED SESSION

There was no closed session.

ADJOURNMENT

The meeting adjourned at 7:06 p.m.

Tina Touchette Village Clerk