

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, March 8, 2016
7:00 pm
Village Hall

Agenda

1. Call to Order
2. Minutes of February 9, 2016 Meeting
3. Water & Sewer Capital Improvement Projects Updates
4. Water & Sewer Rate Study
5. Revised Franchise Utility Permit Conditions
6. Other
7. Adjournment

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, February 9, 2016

7:00 pm

Village Hall

Minutes

Attendance

Committee: Trustee Scott Adams, Trustee Donna Johnson, Trustee Rich Moras

Village Board: Mayor Terry Wepler

Staff: Village Administrator Kevin Bowens, Finance Director Pat Wesolowski, Director of Public Works Paul Kendzior, Assistant to the Director Laura Ditanto, Police Chief Clint Herdegen, Fire Chief Rich Carani

Others: Eric Callocchia – Municipal and Financial Services Group (MFSG)

Absent: None

Agenda

1. Call to Order at 7:00

2. Minutes of January 12, 2016 Meeting

The minutes were approved as written.

3. Water & Sewer Capital Improvement Projects Updates

911 & 915 W. Park Avenue Watermain Easements:

The Board at the January 26th meeting authorized Staff and the Village Attorney to move forward with eminent domain proceedings in order to obtain the necessary watermain easements.

2016 Underground Utility Improvements Program:

Watermain replacement work is proposed on Johnson Avenue, Merrill Court, Wheeler Court, West Ellis Avenue, East Ellis Avenue, Lange Court and Fourth Avenue at Paddock Lane. Sanitary sewer replacement work is also proposed on Lange Court. The project Pre-Bid was held on February 1st. The Bid Opening is scheduled for February 12th.

4. Water & Sewer Rate Study

Eric Callocchia with Municipal and Financial Services Group (MFSG) attended the meeting to update the Committee on their findings since the last meeting. Callocchia stated that since the last meeting, they have been digging into the information given to MFSG on the number of bills, consumption and types of utility customers. Callocchia provided the Committee with the following:

Projected Cost Summary – Water: Operating expenses average an increase of 1.5% per year until 2020 when JAWA rates drop from paying off capital debt.

Projected Cost Summary – Sewer: Operating expenses average an increase of 3.8% per year. There is more debt service projected because of capital needs at the WWTP due to new regulations. Long term capital improvements funded with bonds is “smart debt” because these upgrades will last decades and are not funding operations & maintenance.

Consumption Summary: Billed sewer usage is lower than bill water consumption due to the cap on sewer usage based on winter water consumption. There are minor increases in consumption due to customer growth projected in 2017 and 2018; otherwise there is 0% growth. There is no revenue growth tied to sewer consumption growth.

Projected Revenue Needs – Water: MFSG is projecting a 3% increase (each year on average) at the proposed rate to meet future operating and capital expenses. Over the next several years, this would produce a surplus in the utility fund. The projected revenue at the existing rates would not meet projected expenses over the next several years.

Projected Revenue Needs – Sewer: MFSG is projecting a 3% increase (each year on average) at the proposed rate to meet future operating and capital expenses. Over the next several years, this would produce a surplus in the utility fund. The projected revenue at the existing rates would not meet projected expenses over the next several years.

Projected Utility Fund Cash Balance: MFSG showed the Committee a graph with a Projected Balance under current rates which would run out after fiscal year 2019; Projected Balance under proposed rate which will start to build a cash balance in the first three years and keeps building a balance for all the years following; and a Minimum Cash Balance which is at just under \$2 million.

Impact of Rate Structures: MFSG showed the Committee the impact of the three rate structures being discussed: the Village’s current rate structure, Inclining Block and Declining Block and the percentage increase to meet projected expenses in fiscal year 2017.

- Under the current rate structure, residential rates would need to increase 10.2 percent.
- Under the inclining block structure, residential rates would increase 3.3 percent. Residential rates would “decrease” under this rate structure. MFSG stated that most communities that change rate structures choose the inclining block rate structure with tiered consumption billing.
- Under the declining block rate structure, residential rates would increase 33.6 percent. Under this rate structure, the largest water consumer’s rates would decrease.
- Each block rate structure has a fixed rate as well.

If the Committee decides to change rate structure, staff would need to be able to implement the new rate structure on the finance software. Also, Staff can work with MFSG to advertise and explain the rate change. MFSG stated that customers care about the bill and not the rate structure and want any changes to be fair.

Finance Director Pat Wesolowski requested that MFSG look at the Summer Sewer Rate. Currently the Village charges residents 100% of the winter sewer usage + 10 percent, or 110 percent. Staff would like to see the impact of raising the Summer Sewer Rate to 125 percent.

Wesolowski stated that the BS&A finance software should be able to accommodate a new rate structure.

Trustee Moras asked if MFSG had experience of implementing utility capital upgrades through property taxes versus fees based on consumption. Utilities are driven by usage unlike the general fund. Tagging capital improvements to property value is usually done because of an unwillingness to raise utility rates stated Callocchia.

The Committee was asked what direction they'd like to proceed with the rate structure. Trustee Moras said that he prefers the inclining block rate and we get to keep the Senior Discount. Trustee Johnson supported the inclining block structure alternative. Trustee Adams stated that he prefers the inclining block rate structure. Mayor Wepler stated that he prefers the inclining block rate structure. Finance Director Wesolowski stated that she likes the inclining block rate but is fine with keeping the current rate structure.

Village Administrator Kevin Bowens requested that MFSG conduct a water and sewer rate comparison of surrounding communities and use the inclining block structure rate. Trustee Adams concurred.

MFSG will provide a final recommendation at the March Water & Sewer Committee meeting.

5. Update on Fats, Oils & Grease (FOG) Program

The grease trap violations have all been resolved for the restaurants and other food preparation establishments in the Village, Public Works and Community Development Staff have been working together to update the master list and beginning to schedule inspections with our Plumbing Inspector for all the applicable establishments (a total of 173). The goal is to complete all initial inspections over a period of one year. Depending upon the amount of grease produced and the size of the grease trap, inspections may continue on a yearly basis or an interval of every other year.

Public Works Utility crews will continue to inspect all public sanitary sewers immediately downstream of the establishments on the list on a monthly basis. If grease build-up is observed in the line, follow-up inspections will be made by the Plumbing Inspector for those establishment's grease traps that may be contributing to the grease problem. Depending upon compliance, follow-up inspections and enforcement procedures will be undertaken.

Staff will also be revising and updating Section 25 of the Municipal Code (Water, Sewers and Sewage Disposal) to add language for the inspection and enforcement procedures as outlined on the attached Standard FOG Protocols.

The FOG Program introductory letter was mailed to all new establishments since the initial letter was mailed in 2014. The Village also has information on the FOG Program and Ordinance on our website.

Staff will publish the FOG Do's and Don'ts in the Village newsletter.

6. Adjournment at 7:50 pm.

Respectfully Submitted,

Laura Ditanto, Assistant to the Director

Memorandum

To: Water & Sewer Committee

From: Public Works Staff

Date: March 8, 2016

Re: Staff Report

Item 3: Water and Sewer Capital Improvement Projects Updates

a) 911 & 915 W. Park Avenue Watermain Easements:

The Board at the January 26th meeting authorized Staff and the Village Attorney to move forward with eminent domain proceedings in order to obtain the necessary watermain easements. The Village Attorney has been in discussions with the property owner. The property owner has until April 1, 2016 to accept the Village's offer which will be the appraisal price less the outstanding judgement. The Village has also agreed to include the owner's guarantees about possible watermain failure in the easement agreement.

b) 2016 Underground Utility Improvements Program:

The construction contract has been awarded to Trine Construction. Watermain replacement work will occur on Johnson Avenue, Merrill Court, Wheeler Court, West Ellis Avenue, East Ellis Avenue and Fourth Avenue at Paddock Lane. Construction is expected to begin in approximately one month.

Item 4: Water & Sewer Rate Study

Eric Callocchia from Municipal & Financial Services Group will once again be in attendance and provide the attached PowerPoint presentation to the Committee regarding the water and sewer rate study and proposed increases. Following the presentation, Staff would request that the Committee provide a recommendation to the Mayor and Village Board for necessary rate increases.

Item 5: Revised Franchise Utility Permit Conditions

Due to concerns with directionally drilling operations for new electrical, communications and gas lines, Public Works Engineering Division Staff implemented a few revisions to the Village's Franchise Utility Permit Conditions. Most notable revisions include "potholing" (exploratory excavations) of the Village's utilities along with private sewer laterals prior to commencing work and post-construction televising of the main line storm and sanitary sewers, including service laterals. These revisions were the result of a residential sanitary sewer service being damaged recently by ComEd's contractor on Valley Park Drive. A "red-lined" version of the Village's Franchise Utility Permit Conditions is attached, which notes all the necessary changes. A "clean" (final) version is also attached.

Water and Sewer Rate Study
Presentation to the Water and Sewer
Committee
February 9, 2016

Presented by:
Eric Callocchia
Manager

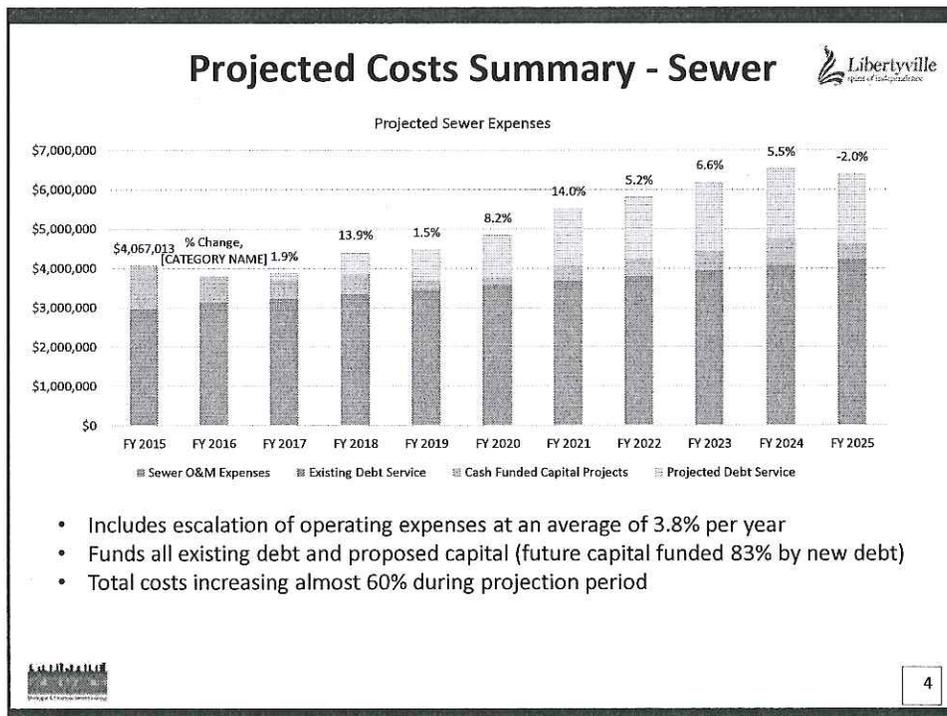
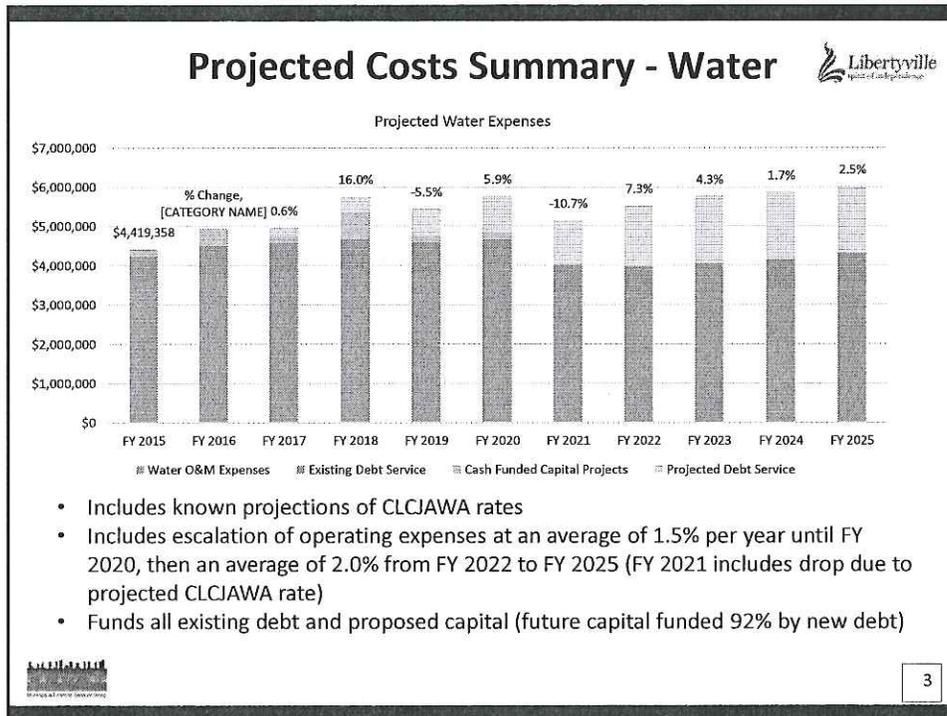


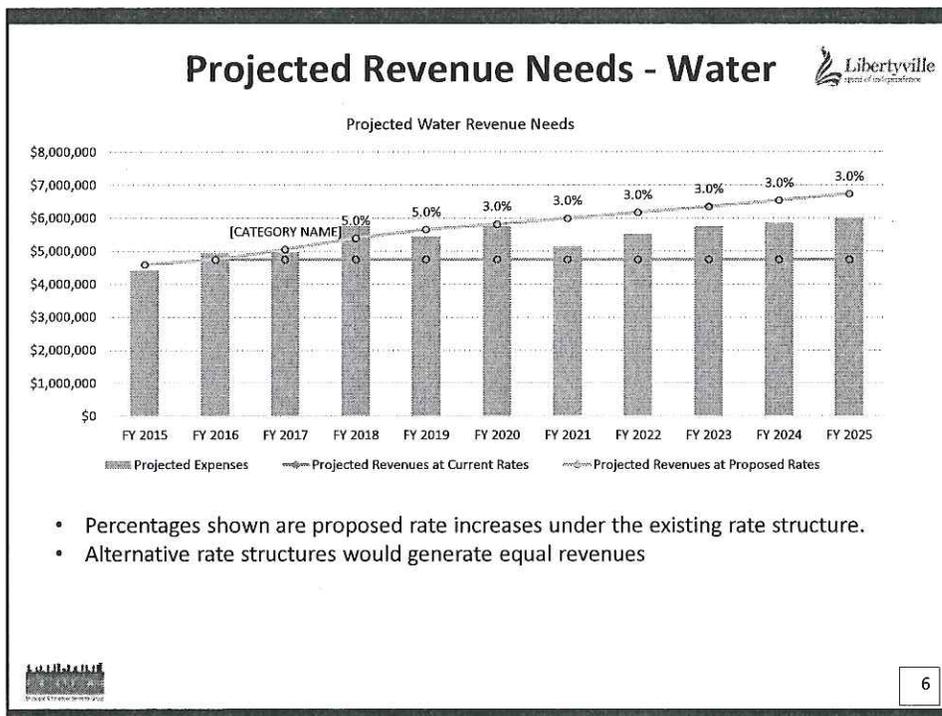
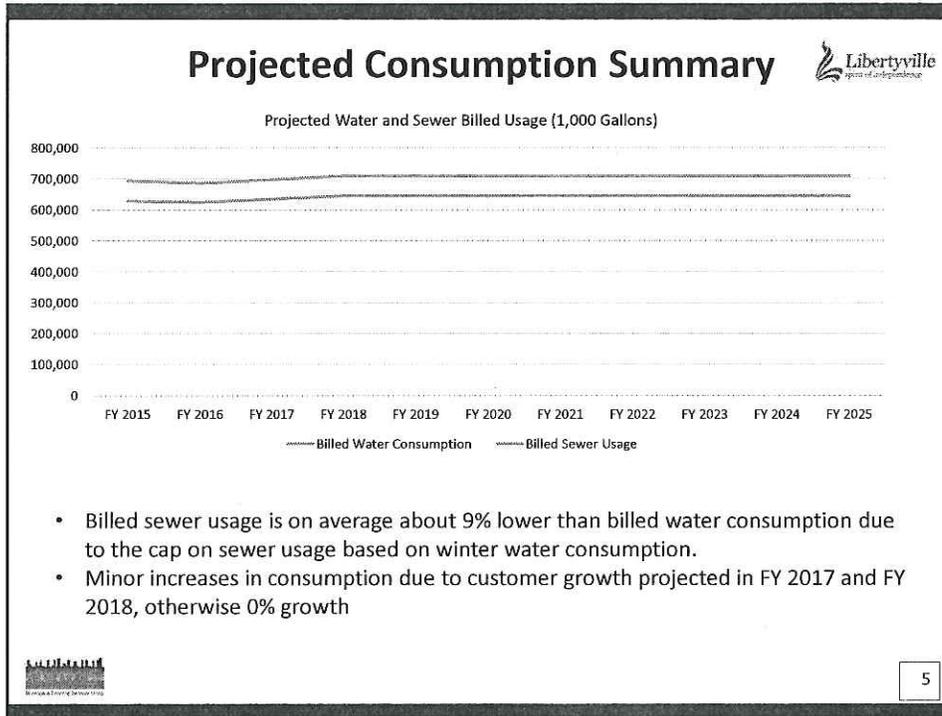
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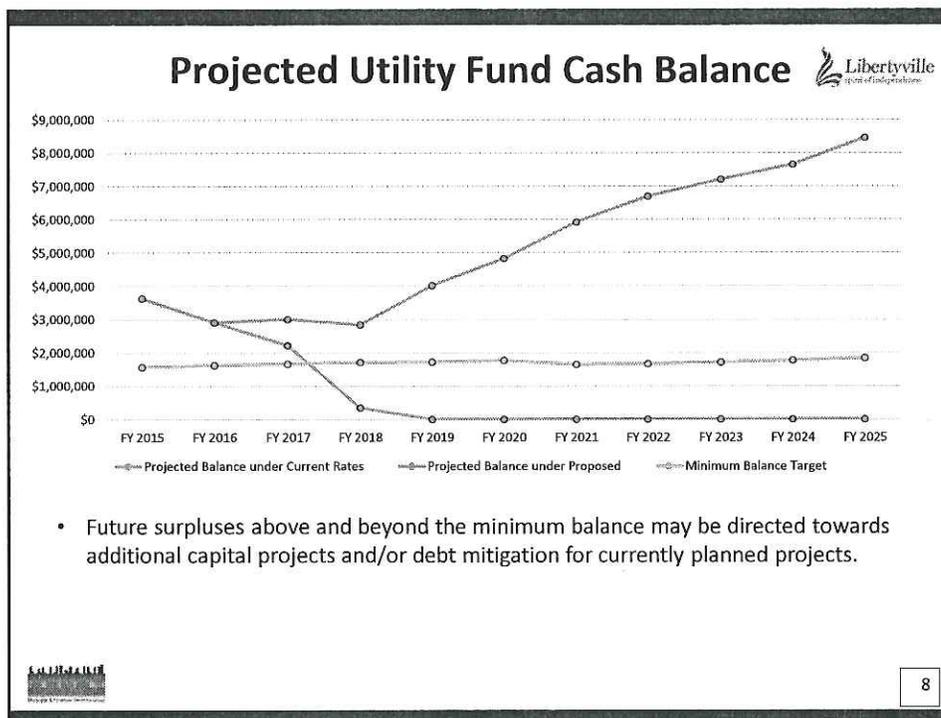
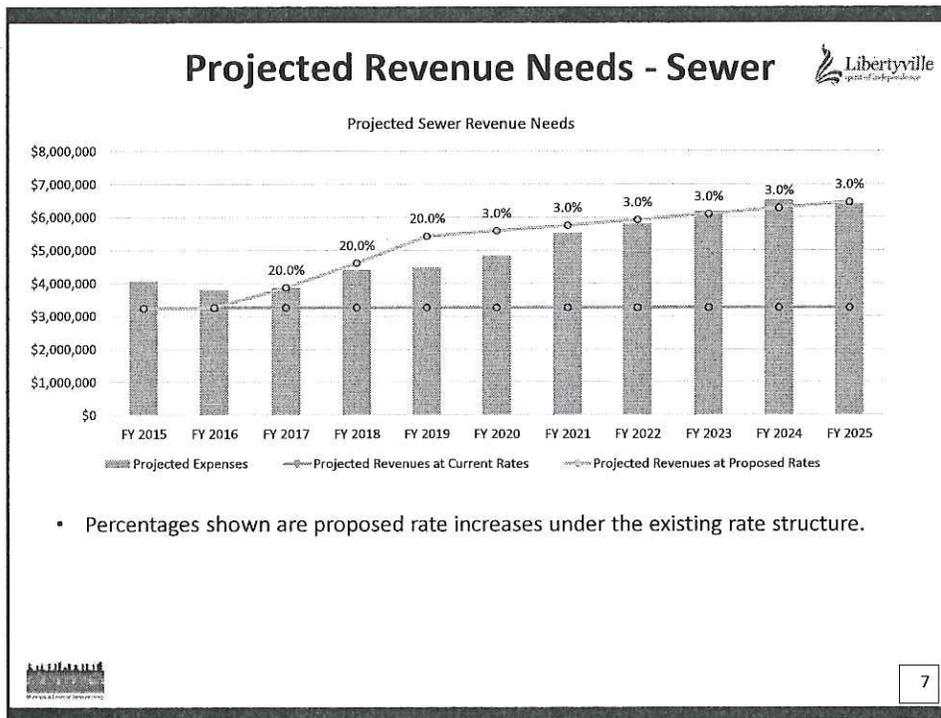


- 1 Review of Projected Costs
- 2 Review of Projected Consumption
- 3 Projected Revenue Needs
- 4 Impact of Rate Structures
- 5 Detailed Consumption Analysis









Proposed Water Rate Structure



- Current Water Rate Structure:
 - Bi-Monthly Minimum charge = \$30.69
 - Unit rate for usage above 4,000 gallons = \$6.40 per 1,000 gallons
- Proposed Rate Structure:
 - Fixed Bi-Monthly Fee of \$22.83 (no usage included)
 - Tiered Rate structure per 1,000 gallons:
 - Tier 1 – Up to 4,000 = \$2.40
 - Tier 2 – From 4,000 to 8,000 = \$4.81
 - Tier 3 – Over 8,000 = \$7.21



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Proposed Sewer Rate Structure



- Current Sewer Rate Structure:
 - Sewer Usage capped at 110% of winter water usage
 - Bi-Monthly Minimum charge = \$21.42
 - Unit rate for usage above 4,000 gallons = \$4.13 per 1,000 gallons
- Proposed Rate Structure:
 - Sewer usage capped at 110% of winter water usage
 - Fixed Bi-Monthly Fee of \$7.66 (no usage included)
 - Unit rate for all usage = \$4.68 per 1,000 gallons
- What if the cap on winter water usage was increased?
 - At 125%, the village would bill about 15% of total annual water usage
 - This would translate into a 12% decrease in the sewer rate (same revenue generated)
 - Rate could go from \$4.68 to \$4.12
 - MFSG would recommend running several sample billing cycles to confirm the proper revenue generation of the above stated rates.



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Impact of Rate Structures Libertyville Special District #1

Sample Bills	Bi-Monthly Average	Current FY 2016	Updated FY 2017	% Change from 2106	Alt. 1 FY 2017	% Change from 2106
Residential	9,000	\$104.76	\$116.31	11.0%	\$108.68	3.7%
Multi-Family	22,000	\$241.65	\$268.10	10.9%	\$263.29	9.0%
Municipal	37,000	\$399.60	\$443.24	10.9%	\$441.68	10.5%
Industrial	45,000	\$483.84	\$536.64	10.9%	\$536.82	10.9%
Commercial	49,000	\$525.96	\$583.35	10.9%	\$584.39	11.1%

- A more complete table of customer impacts is provided as a handout


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Sample Customer Bills Libertyville Special District #1

- Sample bi-monthly bills for a residential customer using 9,000 gallons per bi-monthly period

Municipality	Bi-Monthly Bill
Mundelein	\$186.98
Round Lake Beach	\$122.04
Grayslake	\$117.11
Libertyville Recommended 2017	\$108.68
Vernon Hills	\$106.38
Libertyville Current FY 2016	\$104.76
Gurnee (West of 94)	\$97.98
Lake County	\$97.89
Lake Bluff	\$81.54
Gurnee (East of 94)	\$75.12
Round Lake	\$58.71

Average \$105.20


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Summary of Recommendations



- FY 2017 Water Rate Structure:
 - Fixed Bi-Monthly Fee of \$22.83 (no usage included)
 - Tiered Rate structure per 1,000 gallons:
 - Tier 1 – Up to 4,000 = \$2.40
 - Tier 2 – From 4,000 to 8,000 = \$4.81
 - Tier 3 – Over 8,000 = \$7.21
- FY 2017 Sewer Rate Structure
 - Sewer usage capped at 110% of winter water usage
 - Fixed Bi-Monthly Fee of \$7.66 (no usage included)
 - Unit rate for all usage = \$4.68 per 1,000 gallons

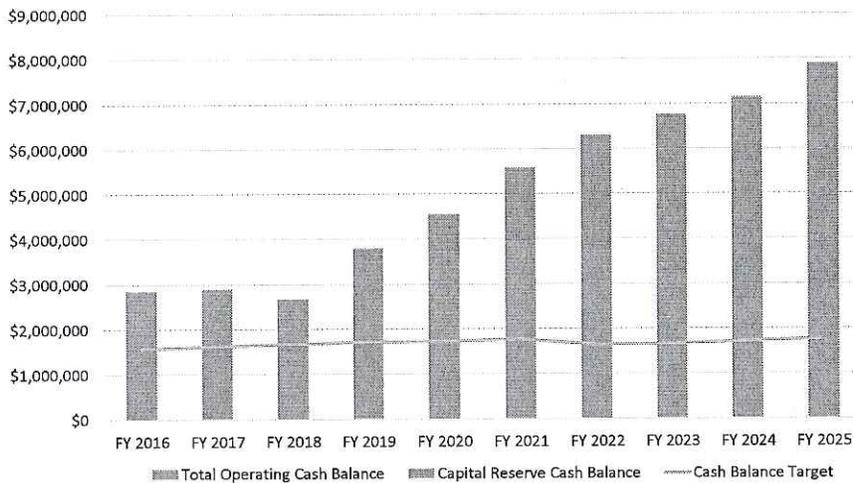
- Annual rate increases of:

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Water Fund	5.0%	5.0%	5.0%	3.0%	3.0%
Sewer Fund	20.0%	20.0%	20.0%	3.0%	3.0%

- Increases in FY 2020 through FY 2025 recommended at 3% per year



Projected Utility Fund Cash Balance

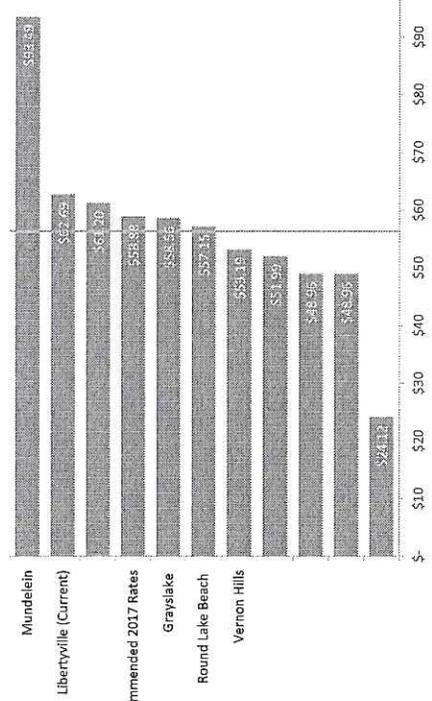


Water Bill Comparison

Cubic Feet Gallons
 Quarterly Usage 1,805 13,500
 Bimonthly Usage 1,203 9,000
 Monthly Usage 602 4,500

Monthly Bill Rank	Municipality	State	Date Enacted	Billing Frequency	Service/ Base Charge			Consumption Charge			Sample Bill		
					Residential (5/8" meter)	Base Includes	Units (e.g., 1,000 Gallons, CCF, etc.)	Tiers	Residential Unit Rate	Residential Consumption Charge	Bi-Monthly Residential Customer Bill (5/8" Meter)	Annual Residential Customer Bill (5/8" Meter)	
10	Libertyville (Current)	IL	5/1/2015	Bi-Monthly	\$ 30.69	4	1000 Gallons	All Consumption	\$ 6.40	\$ 32.00	\$ 62.69	\$ 376.14	
8	Libertyville Recommended 2017 Rates	IL		Bi-Monthly	\$ 22.83	-	1000 Gallons	0 4 Over	2.40 \$ 4.81 \$ 7.21 \$	9.61 \$ 19.22 \$ 7.21 \$	58.88 \$	353.25	
7	Grayslake	IL		Monthly	\$ 6.51	1	1000 Gallons	All Consumption	\$ 6.51	\$ 22.77	\$ 58.56	\$ 351.33	
2	Gurnee (E of 94)	IL		Bi-Monthly	\$ 9.63	-	1000 Gallons	All Consumption	\$ 4.37	\$ 39.33	\$ 48.96	\$ 293.76	
3	Gurnee (W of 94)	IL		Bi-Monthly	\$ 9.63	-	1000 Gallons	All Consumption	\$ 4.37	\$ 39.33	\$ 48.96	\$ 293.76	
9	Lake Bluff	IL	5/1/2014	Quarterly		-	1000 Gallons	All Consumption	\$ 6.80	\$ 91.80	\$ 61.20	\$ 367.20	
4	Lake County	IL	12/1/2015	Monthly	\$ 11.22	2	1000 Gallons	0 2 7 Over	5.61 \$ 5.91 \$ 6.21 \$	14.78 \$	51.99 \$	311.94	
11	Mundelein	IL	6/1/2015	Bi-Monthly	\$ 46.44	6	CCF	All Consumption	\$ 7.80	\$ 47.05	\$ 93.49	\$ 560.94	
1	Round Lake	IL	9/1/2015	Monthly		-	1000 Gallons	All Consumption	\$ 2.68	\$ 12.06	\$ 24.12	\$ 144.72	
6	Round Lake Beach	IL		Bi-Monthly		-	1000 Gallons	All Consumption	\$ 6.35	\$ 57.15	\$ 57.15	\$ 342.90	
5	Vernon Hills	IL		Bi-Monthly	\$ 35.46	6	11000 Gallons	All Consumption	\$ 5.91	\$ 17.73	\$ 59.19	\$ 319.14	

	Residential Monthly Water Bill	Not Libertyville	Libertyville
1 Round Lake	\$ 24.12	\$ 24.12	\$ 24.12
2 Gurnee (E of 94)	\$ 48.96	\$ 48.96	\$ 48.96
3 Gurnee (W of 94)	\$ 48.96	\$ 48.96	\$ 48.96
4 Lake County	\$ 51.99	\$ 51.99	\$ 51.99
5 Vernon Hills	\$ 53.19	\$ 53.19	\$ 53.19
6 Round Lake Beach	\$ 57.15	\$ 57.15	\$ 57.15
7 Grayslake	\$ 58.56	\$ 58.56	\$ 58.56
8 Libertyville Recommended 2017 Rates	\$ 58.88	\$ 58.88	\$ 58.88
9 Lake Bluff	\$ 61.20	\$ 61.20	\$ 61.20
10 Libertyville (Current)	\$ 62.69	\$ 62.69	\$ 62.69
11 Mundelein	\$ 93.49	\$ 93.49	\$ 93.49
Average	\$ 56.29	\$ 56.29	\$ 56.29



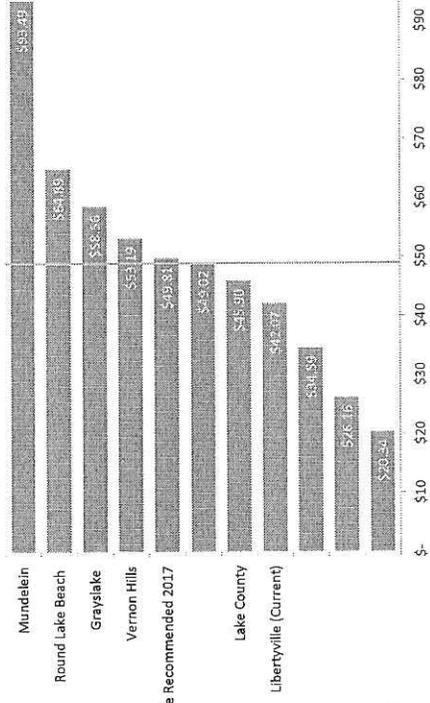
Sewer Bill Comparison

Cubic Feet Gallons
 Quarterly Usage 1,805 13,500
 Bimonthly Usage 1,203 9,000
 Monthly Usage 602 4,500

Monthly Bill Rank	Municipality	State	Date Enacted	Billing Frequency	Service / Base Charge			Consumption Charge			Sample Bill		
					Residential (5/8" meter)	Base Includes	Units (e.g., 1,000 gallons, CCF, etc.)	Tiers	Residential Unit Rate	Residential Consumption Charge	Bi-Monthly Residential Customer Bill (5/8" Meter)	Annual Residential Customer Bill (5/8" Meter)	
4	Libertyville (Current)	IL	5/1/2015	Bi-Monthly	\$ 21.42	4	1000 Gallons	All Consumption	\$ 4.13	\$ 20.65	\$ 42.07	\$ 252.42	
7	Libertyville Recommended 2017	IL		Bi-Monthly	7.66	-	1000 Gallons	All Consumption	4.68	42.15	49.81	298.84	
9	Grayslake	IL		Monthly	6.51	1	1000 Gallons	All Consumption	6.51	22.77	58.56	351.33	
2	Gurnee (E of 94)	IL		Bi-Monthly	3.21	-	1000 Gallons	All Consumption	2.55	22.95	26.16	156.96	
6	Gurnee (W of 94)	IL		Bi-Monthly	3.21	-	1000 Gallons	All Consumption	5.09	45.81	49.02	294.12	
1	Lake Bluff	IL	5/1/2011	Quarterly		-	1000 Gallons	All Consumption	2.26	30.51	20.34	122.04	
5	Lake County	IL	12/1/2015	Monthly	10.20	2	1000 Gallons	All Consumption	5.10	58.65	45.90	275.40	
11	Mundelein	IL	6/1/2015	Bi-Monthly	46.44	6	CCF	All Consumption	7.80	47.05	93.49	560.94	
3	Round Lake	IL	9/1/2015	Monthly	5.01	1	1000 Gallons	All Consumption	3.51	12.29	34.59	207.54	
10	Round Lake Beach	IL		Bi-Monthly		-	1000 Gallons	All Consumption	7.21	64.89	64.89	389.34	
8	Vernon Hills	IL		Bi-Monthly	35.46	6	1000 Gallons	All Consumption	5.91	17.73	53.19	319.14	

Residential Monthly Water Bill Libertyville

	Monthly Water Bill	Not Libertyville
1 Lake Bluff	\$ 20.34	\$ 20.34
2 Gurnee (E of 94)	\$ 26.16	\$ 26.16
3 Round Lake	\$ 34.59	\$ 34.59
4 Libertyville (Current)	\$ 42.07	\$ 42.07
5 Lake County	\$ 45.90	\$ 45.90
6 Gurnee (W of 94)	\$ 49.02	\$ 49.02
7 Libertyville Recommended 2017	\$ 49.81	\$ 49.81
8 Vernon Hills	\$ 53.19	\$ 53.19
9 Grayslake	\$ 58.56	\$ 58.56
10 Round Lake Beach	\$ 64.89	\$ 64.89
11 Mundelein	\$ 93.49	\$ 93.49
Average	\$ 48.91	\$ 48.91

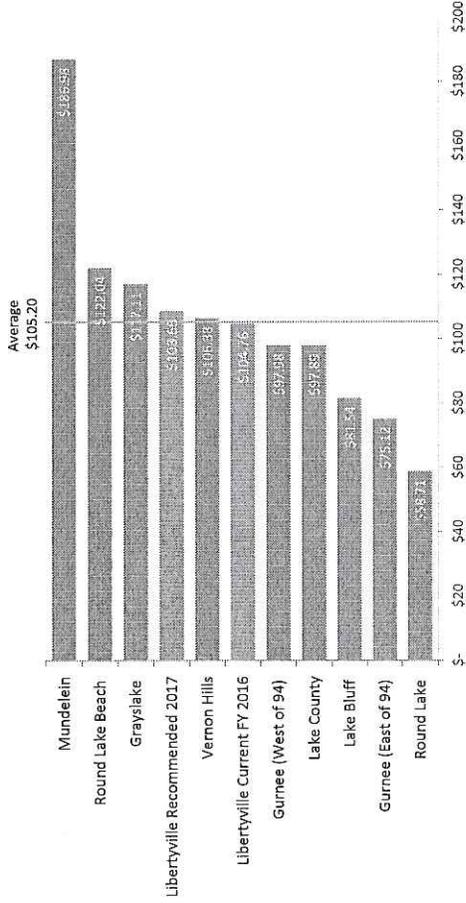


Combined Bill Comparison

	Water Bi-Monthly Residential Customer Bill (5/8" Meter)	Sewer Bi-Monthly Residential Customer Bill (5/8" Meter)	Combined Bi-Monthly Residential Customer Bill (5/8" Meter)	
6	Libertyville Current FY 2016	\$ 62.69	\$ 42.07	\$ 104.76
8	Libertyville Recommended 2017	\$ 58.88	\$ 49.81	\$ 108.68
9	Grayslake	\$ 58.56	\$ 58.56	\$ 117.11
2	Gurnee (East of 94)	\$ 48.96	\$ 26.16	\$ 75.12
5	Gurnee (West of 94)	\$ 48.96	\$ 49.02	\$ 97.98
3	Lake Bluff	\$ 61.20	\$ 20.34	\$ 81.54
4	Lake County	\$ 51.99	\$ 45.90	\$ 97.89
11	Mundelein	\$ 93.49	\$ 93.49	\$ 186.98
1	Round Lake	\$ 24.12	\$ 34.59	\$ 58.71
10	Round Lake Beach	\$ 57.15	\$ 64.89	\$ 122.04
7	Vernon Hills	\$ 53.19	\$ 53.19	\$ 106.38

	Combined Residential Bill	Not Libertyville	Libertyville
1	Round Lake	\$ 58.71	\$ 58.71
2	Gurnee (East of 94)	\$ 75.12	\$ 75.12
3	Lake Bluff	\$ 81.54	\$ 81.54
4	Lake County	\$ 97.89	\$ 97.89
5	Gurnee (West of 94)	\$ 97.98	\$ 97.98
6	Libertyville Current FY 2016	\$ 104.76	\$ 104.76
7	Vernon Hills	\$ 106.38	\$ 106.38
8	Libertyville Recommended 2017	\$ 108.68	\$ 108.68
9	Grayslake	\$ 117.11	\$ 117.11
10	Round Lake Beach	\$ 122.04	\$ 122.04
11	Mundelein	\$ 186.98	\$ 186.98

Average	\$ 105.20
	\$ 105.20



Bi-Monthly Usage	% of Bills	Current Bill	Current Structure FY 2017 Bill	\$ Change	Alternative Structure FY 2017 Bill	\$ Change	
1	2.1%	\$52.11	\$57.93	\$5.82	\$37.57	(\$14.54)	
2	3.0%	\$52.11	\$57.93	\$5.82	\$44.66	(\$7.45)	
3	3.9%	\$52.11	\$57.93	\$5.82	\$51.74	(\$0.37)	
4	5.3%	\$52.11	\$57.93	\$5.82	\$58.83	\$6.72	
5	6.5%	\$62.64	\$69.60	\$6.96	\$68.32	\$5.68	20% of Bills Fall below here
6	7.5%	\$73.17	\$81.28	\$8.11	\$77.81	\$4.64	
7	7.9%	\$83.70	\$92.96	\$9.26	\$87.30	\$3.60	
8	8.0%	\$94.23	\$104.63	\$10.40	\$96.79	\$2.56	
9	8.1%	\$104.76	\$116.31	\$11.55	\$108.68	\$3.92	52% of Bills Fall below here
10	7.0%	\$115.29	\$127.98	\$12.69	\$120.57	\$5.28	
11	6.5%	\$125.82	\$139.66	\$13.84	\$132.47	\$6.65	
12	5.2%	\$136.35	\$151.34	\$14.99	\$144.36	\$8.01	
13	4.5%	\$146.88	\$163.01	\$16.13	\$156.25	\$9.37	75% of Bills Fall below here
14	3.6%	\$157.41	\$174.69	\$17.28	\$168.15	\$10.74	
15	3.0%	\$167.94	\$186.36	\$18.42	\$180.04	\$12.10	
16	2.4%	\$178.47	\$198.04	\$19.57	\$191.93	\$13.46	
17	2.0%	\$189.00	\$209.72	\$20.72	\$203.82	\$14.82	
18	1.7%	\$199.53	\$221.39	\$21.86	\$215.72	\$16.19	
19	1.2%	\$210.06	\$233.07	\$23.01	\$227.61	\$17.55	
20	1.3%	\$220.59	\$244.74	\$24.15	\$239.50	\$18.91	90% of Bills fall below here
21	0.8%	\$231.12	\$256.42	\$25.30	\$251.39	\$20.27	
22	0.7%	\$241.65	\$268.10	\$26.45	\$263.29	\$21.64	
23	0.6%	\$252.18	\$279.77	\$27.59	\$275.18	\$23.00	
24	0.5%	\$262.71	\$291.45	\$28.74	\$287.07	\$24.36	
25	0.5%	\$273.24	\$303.12	\$29.88	\$298.96	\$25.72	
26	0.4%	\$283.77	\$314.80	\$31.03	\$310.86	\$27.09	
27	0.4%	\$294.30	\$326.48	\$32.18	\$322.75	\$28.45	
28	0.3%	\$304.83	\$338.15	\$33.32	\$334.64	\$29.81	
29	0.3%	\$315.36	\$349.83	\$34.47	\$346.54	\$31.18	
30	0.4%	\$325.89	\$361.50	\$35.61	\$358.43	\$32.54	
31	0.2%	\$336.42	\$373.18	\$36.76	\$370.32	\$33.90	
32	0.2%	\$346.95	\$384.86	\$37.91	\$382.21	\$35.26	
33	0.2%	\$357.48	\$396.53	\$39.05	\$394.11	\$36.63	
34	0.2%	\$368.01	\$408.21	\$40.20	\$406.00	\$37.99	
35	0.2%	\$378.54	\$419.88	\$41.34	\$417.89	\$39.35	
36	0.1%	\$389.07	\$431.56	\$42.49	\$429.78	\$40.71	
37	0.1%	\$399.60	\$443.24	\$43.64	\$441.68	\$42.08	
38	0.1%	\$410.13	\$454.91	\$44.78	\$453.57	\$43.44	
39	0.1%	\$420.66	\$466.59	\$45.93	\$465.46	\$44.80	
40	0.2%	\$431.19	\$478.26	\$47.07	\$477.36	\$46.17	
41	0.1%	\$441.72	\$489.94	\$48.22	\$489.25	\$47.53	
42	0.1%	\$452.25	\$501.62	\$49.37	\$501.14	\$48.89	
43	0.1%	\$462.78	\$513.29	\$50.51	\$513.03	\$50.25	
44	0.1%	\$473.31	\$524.97	\$51.66	\$524.93	\$51.62	
45	0.1%	\$483.84	\$536.64	\$52.80	\$536.82	\$52.98	
46	0.1%	\$494.37	\$548.32	\$53.95	\$548.71	\$54.34	
47	0.1%	\$504.90	\$560.00	\$55.10	\$560.60	\$55.70	
48	0.0%	\$515.43	\$571.67	\$56.24	\$572.50	\$57.07	
49	0.1%	\$525.96	\$583.35	\$57.39	\$584.39	\$58.43	
50	0.1%	\$536.49	\$595.02	\$58.53	\$596.28	\$59.79	
75	0.1%	\$799.74	\$886.92	\$87.18	\$893.60	\$93.86	
100	0.1%	\$1,062.99	\$1,178.82	\$115.83	\$1,190.92	\$127.93	



Franchise Utility Permit Conditions

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1. Name and contact phone number(s) for 24 hour site contact shall be provided to the Village of Libertyville Engineering Division prior to the start of any construction activities.
2. Contact JULIE and field-verify the location of facilities at the job site prior to the start of work. New installations under this permit must maintain at least 24" vertical separation and at least 36" horizontal separation from all Village-owned utilities. Upon completion of JULIE locates and potholing, if the minimum required separation from the existing Village main cannot be provided, applicant/contractor shall contact the Village to discuss installation options before proceeding.
3. Where construction activities are proposed in residential areas, 72 hour advance notice shall be provided to residences in the vicinity of construction work zones. Door hangers or other prepared notices shall be acceptable for use in complying with this requirement. Submit a sample copy of the notices used to the Engineering Division (Utilitypermit@libertyville.com or fax/Fax 847-918-9439), along with a listing of all addresses where notices were distributed.
4. The permittee and the contractor(s) performing this work shall be responsible for the proper and safe protection of the work site at all times. The work shall be conducted in such a manner as to minimize hazards to vehicular and pedestrian traffic. Traffic and work site protection shall be in accordance with the Illinois "Standard Specifications for Road and Bridge Construction" and the Federal Highway Administration's "Manual on Uniform Traffic Control Devices" (MUTCD).
5. For trenchless installations, potholing of all existing Village utilities (main line) is required to determine actual location(s) and depth(s). The potholing of a representative sample of the sanitary & storm service lines at the same approximate depth as the proposed trenchless installation will also be required. Before the installation begins, contact Engineering Division at (847) 918-2100 for inspection and authorization to proceed. Allow a 24 hour notice for Engineering Division inspections.
6. For trenchless installations installed at the approximate depth of existing Village utilities (including services), applicant shall arrange for post-construction closed circuit televising of these existing sanitary and storm sewer facilities (mains and laterals/private services). The video footage shall be provided to Engineering Division for review. If a recording cannot be made available, the applicant shall either a) provide at least 24 hours notice so an Engineering Division inspector can be present for the televising, or b) provide an operator's affidavit stating that no deficiencies were found. Any observed damage attributable to the authorized installation shall be promptly repaired by the applicant according to the applicable standards.
- 6-7. To obtain water during construction, visit our Streets & Utilities office at 600 North Avenue, 847-362-3434. Please set up an account with us prior to the first use.
- 6-8. All by-products of any directional boring operations (sludges, slurries, clay, etc) shall be confined and properly disposed of off-site in a manner that avoids illicit discharges to area storm structures and adjacent properties.
- 7-9. No tree removal or work impacting trees (including root zones) shall be authorized within the Village of Libertyville without express written authorization of the Libertyville Parks Maintenance Division and the Engineering Division.
- 8-10. Where excavation of boring pits is in close proximity to existing trees, appropriate tree protection measures (tree protection fencing at drip line, root pruning, etc) shall be applied to minimize disturbance.
- 9-11. No construction equipment or vehicles shall be situated on any Village street in such a manner that blocks, or otherwise restricts access, without adhering to MUTCD requirements. All lanes of traffic shall be maintained throughout the proposed construction activities.
- 10-12. All Village streets shall be kept free and clear of construction debris, dirt, mud, or other materials associated with the proposed construction activities. Streets shall be swept on an as-needed basis, and as specifically directed by Village staff when unsatisfactory conditions are observed.

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Public Works Department

200 East Cook Avenue Libertyville, Illinois 60048 Administration (847) 918-2100 Streets & Utilities (847) 362-3434
www.libertyville.com



- | 44-13. Directional boring pits shall be protected from erosion of disturbed soils through the application of soil erosion control measures (silt fencing, ditch checks, etc). All Village storm sewer structures and adjacent downstream properties shall be protected from any erosion due to construction activities.
- | 42-14. All excavations shall be immediately backfilled. No open excavations shall remain overnight in the public right-of-way. All disturbed areas shall be restored to as good or better condition than existed prior to the start of construction activities.
- | 43-15. For excavations in lawns and parkways, a minimum 4" topsoil respread, dormant seeding, and installation of erosion control blanket shall be required within fifteen (15) days of completion of active construction activities, subject to weather conditions.
- | 44-16. Any sidewalk removed during the course of permitted construction activities shall be temporarily restored with a level asphalt (UPM or cold-patch) concrete surface over aggregate backfill materials. It shall be the contractor's responsibility to maintain the temporary walk as necessary until permanent concrete replacement walk can be scheduled for installation. Call the Engineering Division at 847-918-2100 for inspection of both temporary and permanent sidewalk restoration work. Allow a 24 hour notice for Engineering Division inspections.
- | 45-17. Contact the Engineering Division at 847-918-2100 for temporary and permanent pavement restoration inspections; 24 hours notice is requested.

January 20142016

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4. The permittee and the contractor(s) performing this work shall be responsible for the proper and safe protection of the work site at all times. The work shall be conducted in such a manner as to minimize hazards to vehicular and pedestrian traffic. Traffic and work site protection shall be in accordance with the Illinois "Standard Specifications for Road and Bridge Construction" and the Federal Highway Administration's "Manual on Uniform Traffic Control Devices" (MUTCD).
5. For trenchless installations, potholing of all existing Village utilities (main line) is required to determine actual location(s) and depth(s). The potholing of a representative sample of the sanitary & storm service lines at the same approximate depth as the proposed trenchless installation will also be required. Before the installation begins, contact Engineering Division at (847) 918-2100 for inspection and authorization to proceed. Allow a 24 hour notice for Engineering Division inspections.
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7. To obtain water during construction, visit our Streets & Utilities office at 600 North Avenue, 847-362-3434. Please set up an account with us prior to the first use.
8. All by-products of any directional boring operations (sludges, slurries, clay, etc) shall be confined and properly disposed of off-site in a manner that avoids illicit discharges to area storm structures and adjacent properties.
9. No tree removal or work impacting trees (including root zones) shall be authorized within the Village of Libertyville without express written authorization of the Libertyville Parks Maintenance Division and the Engineering Division.
10. Where any excavation is in close proximity to existing trees, appropriate tree protection measures (tree protection fencing at drip line, root pruning, etc) shall be applied to minimize disturbance.
11. No construction equipment or vehicles shall be situated on any Village street in such a manner that blocks, or otherwise restricts access, without adhering to MUTCD requirements. All lanes of traffic shall be maintained throughout the proposed construction activities.
12. All Village streets shall be kept free and clear of construction debris, dirt, mud, or other materials associated with the proposed construction activities. Streets shall be swept on an as-needed basis, and as specifically directed by Village staff when unsatisfactory conditions are observed.
13. Directional boring pits shall be protected from erosion of disturbed soils through the application of soil erosion control measures (silt fencing, ditch checks, etc). All Village storm sewer structures and adjacent downstream properties shall be protected from any erosion due to construction activities.
14. All excavations shall be immediately backfilled. No open excavations shall remain overnight in the public right-of-way. All disturbed areas shall be restored to as good or better condition than existed prior to the start of construction activities.
15. For excavations in lawns and parkways, a minimum 4" topsoil respread, dormant seeding, and installation of erosion control blanket shall be required within fifteen (15) days of completion of active construction activities, weather permitting.
16. Any sidewalk removed during the course of permitted construction activities shall be temporarily restored with a level asphalt (UPM or cold-patch) concrete surface over aggregate backfill materials. It shall be the contractor's responsibility to maintain the temporary walk as necessary until permanent concrete replacement walk can be scheduled for installation. Call the Engineering Division at 847-918-2100 for inspection of both temporary and permanent sidewalk restoration work. Allow a 24 hour notice for Engineering Division inspections.
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