

**VILLAGE OF WINDSOR
BOARD RESOLUTION 2018-71**

**ADOPTING A POLICY REGARDING A WATER FACILITIES NEEDS ASSESSMENT
AND IMPACT FEES**

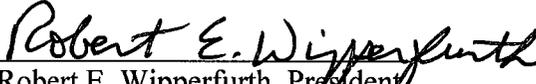
WHEREAS, the Village Board finds it in the public interest to establish a policy concerning Water Facilities Needs Assessment and Impact Fees.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Windsor as follows:

1. The Water Facilities Needs Assessment and Impact Fees Policy as attached hereto as Exhibit A is hereby adopted as a policy of the Village of Windsor.

The above and foregoing resolution was duly adopted by the Village Board of the Village of Windsor, Dane County, Wisconsin at a meeting held on August 16th, 2018, by a vote of 5 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:


Christine Capstran, Clerk

EXHIBIT A: Water Facilities Needs Assessment & Impact Fees Policy



Windsor

Growing Forward

Water Facilities Needs Assessment and Impact Fees

This Policy was adopted by the Village Utility Commission on August 7, 2018 and the Village Board on August ____, 2018. This Policy will be implemented by the Village Deputy Administrator (or designee) under the guidance of the Village Utility Commission and the Village Board.

1.0. Overview

In 2005 the Town of Windsor, now Village of Windsor (Village) directed Strand Associates, Inc. to prepare a Water Facilities Needs Assessment Study (2005 Study) and Virchow, Krause & Company, LLP to prepare a Water Impact Fee Report (2005 Report). The 2005 Study identified an inventory of existing water facilities (two wells and one elevated storage tank); deficiencies in the quantity and quality of existing water facilities; identified new water facilities; and estimated capital costs. The 2005 Study concluded, based on land development and requirements of Wisconsin Department of Natural Resources (Wis. DNR), the need for an additional well and a ground storage tank (reservoir). The 2005 Report established a methodology to pay for the capital costs

In 2016 the Village directed Baxter & Woodman, Inc. to prepare a Water System Needs Assessment Study (2016 Study) in response to a request by the Wis. DNR. The 2016 Study identified an inventory of existing water facilities; identified new or expanded water facility requirements; and estimated capital costs. The 2016 Study concluded the demand for an additional well and elevated storage tank. The 2016 Study also established a methodology to pay for the capital costs.

In addition, in 2016 the Village directed Baxter & Woodman, Inc. to prepare an addendum to the 2016 Study to establish a methodology for assessing multiple / senior family residence and commercial, industrial and institutional land development.

2.0. Methodology

The 2005 Study established a Fee of \$1,000 per Equivalent Residential Unit (ERU).

The 2016 Study established an additional Fee of \$2,000 per Equivalent Residential Unit (ERU).

Any new land development demanding a new water meter is required to pay the Fee per lot, building, unit or acre, calculated based on the Fee (\$3,000) times a multiplier depending on the development type as follows:

User	Multiplier	Development Type	Fee per ERU	Total Impact Fee
Single Family Residence	1.0	Lot	\$3,000	\$3,000 / Lot
Two Family Residence	2.0	Building	\$3,000	\$6,000 / Building
Multiple / Senior Family Residence	2/3	Unit	\$3,000	\$2,000 / Unit
Non-Residential	3.0	Acre	\$3,000	\$9,000 / Acre

Any expanding land development demanding a water meter upgrade is required to pay the Impact Fee for net Equivalent Meters as determined by Wisconsin Public Service Commission, with credit provided for existing meter size equivalency, if the existing meter is replaced with a larger meter.

Any expanding land development not demanding a second water meter or larger water meter does not pay a Fee.

3.0. Ordinance

Chapter 10, Division 4 of the Village Code of Ordinances establishes the administration, use, payment, disposition, basis, expenditure and appeal of impact fees pursuant to Wis. Stats. § 66.0617.

4.0. Policy

The Village Utility Commission and Village Board determined the capital costs identified by the 2005 and 2016 Studies are a result of new or expanding land development; therefore, paid by the new or expanding user through a Water Impact Fee (Fee). The Fee is collected at the time the Village issues the building permit, or when the meter is installed if a building permit is not issued by Village. Maintenance and operation of existing and new water facilities is paid by all users in the Windsor Utilities South System. The Village Utility Commission and Village Board acknowledge each municipality manages policy regarding utilities differently.

This Policy is intended to provide general guidance to the Village Utility Staff in order to facilitate consistency in Village decisions and actions, to the extent reasonably feasible. It is anticipated and expected that the Village Utility Staff will exercise informed judgment in applying this Policy to each individual case depending on the specific facts of each individual case. All such decisions and actions are expected to be made and implemented consistent with then current legal obligations, fiscal and budgetary constraints, and the priorities of the Village Utility Commission and Village Board. It is anticipated these factors will change and evolve over time. This Policy set forth herein is not intended to obligate the Village Utility Commission and Village Board to take, or refrain from taking, any particular decision or action. Furthermore, the Village Utility Commission and Village Board may amend this Policy, or make exceptions to this Policy, at any time as deemed appropriate in the interests of the Village Utility Commission and Village Board.