



PRESIDENT AND BOARD OF TRUSTEES

Regular Meeting

Monday, November 20, 2023

6:00 PM

East Dundee Police Station, 2<sup>nd</sup> Floor Meeting Room  
115 E. 3<sup>rd</sup> Street, East Dundee, IL 60118

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment  
*Please keep comments to 5 minutes or less*
5. Consent Agenda
  - a. Motion to Approve Executive Session Meeting Minutes Dated December 19, 2022, January 23, 2023, February 6, 2023, February 20, 2023, March 6, 2023, April 17, 2023, and May 15, 2023
  - b. [Motion to Accept the Warrants List in the Amount of \\$3,877,608.05](#)
6. Other Agenda Items
  - a. [Discussion of the Proposed FY2024 Budget](#)
7. Village President and Board Reports
8. Staff Reports
9. Executive Session  
Closed to the public and media under the provisions of the Illinois Open Meetings Act, 5ILCS, 120/2, (c)(21) Discussion of Minutes, (c)(11) Pending Litigation, (c)(1) Personnel and Legal Counsel, (c)(5) Acquisition of Property, (c)(6) Sale of Property, (c)(3) Appointments and (c)(2) Collective Negotiating Matters.
10. Adjournment

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>201 PENNY APTS LLC</b>					
201-110123	TIF PAYMENT FOR 201 PENNY	11/01/2023	9,258.06		56-01-5876
Total 201 PENNY APTS LLC:			9,258.06		
<b>855 MAIN STREET LLC</b>					
855-110823	TIF REDEV AGMT	11/08/2023	45,398.82		38-01-5876
Total 855 MAIN STREET LLC:			45,398.82		
<b>ACE HARDWARE</b>					
103123	BRINE TANKS	10/31/2023	15.87		60-33-5130
Total ACE HARDWARE:			15.87		
<b>ADVANCED AUTOMATION &amp; CONTROLS INC</b>					
23-4129	WTP SCADA WORK	10/30/2023	2,880.53		60-33-5290
Total ADVANCED AUTOMATION & CONTROLS INC:			2,880.53		
<b>ALLEGRA PRINT &amp; IMAGING</b>					
68937	WIN ENV BZ YRL MAILING	11/08/2023	169.01		01-25-5610
Total ALLEGRA PRINT & IMAGING:			169.01		
<b>AMALGAMATED BANK OF CHICAGO</b>					
4834 120123	SERIES 2012B GO BONDS	12/01/2023	196,630.75		38-01-5810
5829 120123	SERIES 2015 GO BOND	12/01/2023	874,300.00		39-01-5810
6161 120123	SERIES 2016 GO BONDS	12/01/2023	42,975.00		39-01-5810
120123 IRB 20	LIMITED OB BOND	10/30/2023	755,320.72		46-01-5810
4833 120123	SERIES 2012A GO BONDS	12/01/2023	508,228.13		48-01-5810
Total AMALGAMATED BANK OF CHICAGO:			2,377,454.60		
<b>AMERICAN LEGAL PUBLISHING CORPORATION</b>					
29090	CODE UP-DATE	11/13/2023	4,509.78		01-12-5260
Total AMERICAN LEGAL PUBLISHING CORPORATION:			4,509.78		
<b>ANA LOPEZ - C/O PETTY CASH - PD</b>					
102423	BEV CHIPS	10/24/2023	43.74		01-21-5580
102423	DESSERTS	10/24/2023	62.03		01-21-5580
Total ANA LOPEZ - C/O PETTY CASH - PD:			105.77		
<b>ARROW ROAD CONSTRUCTION CO.</b>					
74623 1	2023 STREET IMPR	10/26/2023	445,287.03		32-31-6090
Total ARROW ROAD CONSTRUCTION CO.:			445,287.03		
<b>BATEMAN LAW OFFICES, LTD</b>					
110823	EDPD AA HEARING	11/08/2023	167.00		01-21-5230
110823	AA BUILDING	11/08/2023	331.75		01-25-5230
Total BATEMAN LAW OFFICES, LTD:			498.75		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>BAXTER AND WOODMAN CONSULTING ENGINEERS</b>					
248482	WATER ST WATER MAIN	07/25/2023	20,785.16		34-01-5950
249715	WATER ST WATER MAIN	08/22/2023	6,327.43		34-01-5950
Total BAXTER AND WOODMAN CONSULTING ENGINEERS:			27,112.59		
<b>BIG SCREENS ON THE GO</b>					
1843 - r2	10X16 LED VIDEO S	09/04/2018	750.00		01-37-5290
Total BIG SCREENS ON THE GO:			750.00		
<b>C. ACITELLI HEATING AND PIPING CONTR.</b>					
37420	REPAIR BOILER PIPING/VALVE	10/15/2023	1,838.80		32-15-5948
Total C. ACITELLI HEATING AND PIPING CONTR.:			1,838.80		
<b>CENTURY SPRINGS</b>					
103123	EDPD WATER 2174500	10/12/2023	62.73		01-21-5630
103123	EDPD WATER 2182054	10/12/2023	44.15		01-21-5630
103123	PW WATR 2174494	10/12/2023	.99		01-31-5630
Total CENTURY SPRINGS:			107.87		
<b>CHICAGO IMPROV ASSOCIATES</b>					
51123	FROZEN CHARACTERS	05/11/2023	525.00		01-37-5290
Total CHICAGO IMPROV ASSOCIATES:			525.00		
<b>CINTAS FIRST AID &amp; SAFETY</b>					
4173364341	MATS - VH	11/08/2023	39.88		01-12-5110
4173334502	MATS PD	11/08/2023	49.19		01-21-5121
Total CINTAS FIRST AID & SAFETY:			89.07		
<b>CLARK HILL PLC</b>					
1374591	LEGAL SERV	12/01/2023	848.50		01-31-5230
1374591	LEGAL SERV	12/01/2023	848.50		60-33-5230
Total CLARK HILL PLC:			1,697.00		
<b>COLLEGE OF DUPAGE</b>					
15588	TRAINING	10/27/2023	225.00		01-21-5430
Total COLLEGE OF DUPAGE:			225.00		
<b>COM ED</b>					
110823	COM ED VH	11/08/2023	161.39		01-31-5510
110823	COM ED STREETS	11/08/2023	242.35		28-01-5510
Total COM ED:			403.74		
<b>COMED</b>					
110323	COM ED STREETS	11/03/2023	1,722.52		28-01-5510
Total COMED:			1,722.52		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>COMPASS MINERALS AMERICA INC</b>					
1237880	COARSE ROCK SALT	10/23/2023	3,411.38		60-33-5650
Total COMPASS MINERALS AMERICA INC:			3,411.38		
<b>COON CREEK SOD FARM LLC</b>					
16195	SOD	10/25/2023	118.00		01-31-5150
Total COON CREEK SOD FARM LLC:			118.00		
<b>COVERALL NORTH AMERICA DBA</b>					
1010721362	CLEANING VH	11/01/2023	329.00		01-12-5110
1010721362	CLEANING POLICE	11/01/2023	1,410.00		01-21-5121
1010721362	CLEANING PW 446 ELGIN AVE	11/01/2023	95.00		01-31-5110
1010721362	CLEANING DEPOT	11/01/2023	95.00		01-31-5196
1010721362	CLEANING PW PRAIRIE LAKE	11/01/2023	236.00		60-33-5110
1010721362	CLEANING PW 401 ELGIN AVE	11/01/2023	236.00		60-33-5111
Total COVERALL NORTH AMERICA DBA:			2,401.00		
<b>DAVEY TREE EXPERT COMPANY</b>					
918132997	DEPOT TREE TREATMENT	10/30/2023	660.00		01-31-5190
Total DAVEY TREE EXPERT COMPANY:			660.00		
<b>DUNDEE LANDSCAPE CONSTRUCTION</b>					
6693	LANDSCAPE MAINT	10/30/2023	1,550.00		01-31-5110
Total DUNDEE LANDSCAPE CONSTRUCTION:			1,550.00		
<b>DUNDEE MARATHON</b>					
5298030	ICE FOR LAB SAMPLE	11/07/2023	2.25		60-33-5630
Total DUNDEE MARATHON:			2.25		
<b>DUNDEE NAPA AUTO PARTS</b>					
460869	PD WIPER BLADES	11/02/2023	27.84		01-21-5120
460611	B&Z VEHICLE	10/30/2023	4.35		01-25-5120
460737	ELECTRICAL TAPE	11/01/2023	7.00		01-31-5630
Total DUNDEE NAPA AUTO PARTS:			39.19		
<b>ELGIN TRUCK &amp; TRAILER REPAIR</b>					
23956	TRUCK 24 EVALUATION	10/16/2023	324.50		60-33-5120
Total ELGIN TRUCK & TRAILER REPAIR:			324.50		
<b>ELIZABETH OCONNER</b>					
12610-00	FINAL OVERPAY	11/13/2023	2.67		99-00-1005
Total ELIZABETH OCONNER:			2.67		
<b>ELROD FRIEDMAN LLP</b>					
103123	PROFESSIONAL SERVICES	10/31/2023	13,135.50		01-12-5230
103123	POLICE LEGAL	10/31/2023	159.00		01-21-5230
103123	ARTS COUNCIL	10/31/2023	81.00		34-01-5940
103123	TIF 4 CHRISTINA DRIVE	10/31/2023	502.50		36-01-5230

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
103123	TIF 3 DOWNTOWN	10/31/2023	5,960.58		39-01-5230
103123	PAL LAND LLC	10/31/2023	1,504.00		85-01-2382
Total ELROD FRIEDMAN LLP:			21,342.58		
<b>ENTERPRISE FM TRUST</b>					
620259-110423	PD MAINT ON LEASE	11/04/2023	100.00		01-21-5120
623743-110423	PD LEASE VEH	11/04/2023	5,346.91		01-21-5280
Total ENTERPRISE FM TRUST:			5,446.91		
<b>FEHR GRAHAM</b>					
119164	SPEEDWAY	10/27/2023	365.00		85-01-2381
Total FEHR GRAHAM:			365.00		
<b>FERGUSON ENTERPRISES, LLC</b>					
47073-2	SAFETY GLASSES	10/26/2023	48.00		01-31-5630
47073-1	CHEM FEED TUBING	10/18/2023	34.95		60-33-5630
47073-1	TOOL	10/18/2023	80.54		60-33-5640
Total FERGUSON ENTERPRISES, LLC:			163.49		
<b>FIRST COMMUNICATIONS</b>					
125997455	VH PHONES	11/06/2023	233.40		01-12-5320
125997455	PHONE DEPOT	11/06/2023	19.08		01-12-5320
125997455	PHONES PD	11/06/2023	1,293.80		01-21-5320
125997455	PHONES WATER	11/06/2023	427.61		01-31-5320
125997455	PHONES P/W	11/06/2023	105.36		01-31-5320
125997455	PHONES SEWER	11/06/2023	463.76		60-33-5320
Total FIRST COMMUNICATIONS:			2,543.01		
<b>FLOOD BROTHERS</b>					
110123	REFUSE COLLECTION	11/01/2023	22,514.04		01-33-5180
Total FLOOD BROTHERS:			22,514.04		
<b>GO PAINTERS</b>					
103123	PAINT 150 HYDRANTS	10/31/2023	15,900.00		60-33-5140
Total GO PAINTERS:			15,900.00		
<b>GRAINGER, INC.</b>					
9890513956	CLAMPS TO INSTALL HOLIDAY	11/01/2023	569.40		01-31-5630
9885719238	TOOLS	10/27/2023	2,052.48		01-31-5640
9885770942	TOOLS	10/27/2023	136.18		01-31-5640
9898939773	FLOOR GRATES - HEADWORKS	11/08/2023	2,651.46		60-33-5111
9876337370	BELTS FOR OX DITCH	10/19/2023	279.24		60-33-5131
9879697259	HYDRANT MAINTENANCE	10/23/2023	166.38		60-33-5140
9885719238	TOOLS	10/27/2023	2,052.49		60-33-5640
9885770942	TOOLS	10/27/2023	136.17		60-33-5640
Total GRAINGER, INC.:			8,043.80		
<b>GREAT LAKES LINE-X</b>					
55086	BODE/BED LINER FOR NEW TR	10/30/2023	1,095.00		32-31-5930

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
Total GREAT LAKES LINE-X:			1,095.00		
<b>GRIFFIN WILLIAMS MCMAHON &amp; WALSH LLP</b>					
18279	LOCAL PROSECUTIONS	11/01/2023	750.00		01-21-5230
Total GRIFFIN WILLIAMS MCMAHON & WALSH LLP:			750.00		
<b>HAWKINS, INC.</b>					
6611646	W CHEMICALS	10/17/2023	1,031.96		60-33-5650
Total HAWKINS, INC.:			1,031.96		
<b>HEINZ, GERALD &amp; ASSOC.</b>					
20944	MISC ENGINEERING	10/31/2023	936.00		01-12-5220
20951	JACKSON STREET PARKING RF	11/03/2023	1,119.50		01-12-5220
20952	JACKSON STREET PARKING RF	11/03/2023	3,120.00		01-12-5220
20956	2024 STREET PROGRAM	11/03/2023	1,248.00		01-31-5220
20953	2023 STREET PROGRAM	11/03/2023	4,795.53		32-31-6090
20950	PENNY RD/RT 68	10/31/2023	1,404.00		85-01-2378
20955	PENNY RD/RT 68	11/03/2023	1,326.00		85-01-2378
20945	LOT 2 TERRA 5	10/31/2023	78.00		85-01-2386
20946	LOT 2 TERRA 5	10/31/2023	312.00		85-01-2386
20949	LOT 2 TERRA 5	10/31/2023	1,950.00		85-01-2386
20947	590 HEALY	10/31/2023	4,728.00		85-01-2395
20948	590 HEALY	10/31/2023	2,028.00		85-01-2395
20954	DAVEY TREE	11/03/2023	2,808.00		85-01-2403
Total HEINZ, GERALD & ASSOC.:			25,853.03		
<b>HELPING HAND IT</b>					
23-44181	IT SERVICES	10/27/2023	175.00		01-12-5286
23-44263	IT SERVICES LICENSING	11/01/2023	3,123.40		01-12-5286
23-44301	IT SERVICES	11/07/2023	35.00		01-12-5286
Total HELPING HAND IT:			3,333.40		
<b>HITCHCOCK DESIGN GROUP</b>					
31504	RIVERFRONT MASTER PLAN	10/31/2023	5,297.81		32-31-5955
Total HITCHCOCK DESIGN GROUP:			5,297.81		
<b>HOPKINS FORD</b>					
680825	TRUCK 24 EVALUATION	10/12/2023	180.00		60-33-5120
Total HOPKINS FORD:			180.00		
<b>HOPKINS GREASE CO</b>					
99934	CABOOSE GREASE TRAP SER	10/27/2023	175.00		01-31-5195
Total HOPKINS GREASE CO:			175.00		
<b>HUGHES ENVIRONMENTAL CONSULTING</b>					
1060	HUGHES ENVIR	10/31/2023	10,800.00		60-33-5291
Total HUGHES ENVIRONMENTAL CONSULTING:			10,800.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>ILLINOIS ASSOC OF CHIEFS OF POLICE</b>					
13947	MEMBERSHIP	10/01/2023	115.00		01-21-5410
14758	MEMBERSHIP	10/30/2023	400.00		01-21-5410
Total ILLINOIS ASSOC OF CHIEFS OF POLICE:			515.00		
<b>ILLINOIS COUNTIES RISK MANAGEMENT TRUST</b>					
R3-1000551-23	ICRMT ADMIN	11/08/2023	12,750.73		01-12-5520
R3-1000551-23	ICRMT FIN	11/08/2023	9,560.56		01-14-5520
R3-1000551-23	ICRMT PD	11/08/2023	52,091.47		01-21-5520
R3-1000551-23	ICRMT BLDG	11/08/2023	6,374.87		01-25-5520
R3-1000551-23	ICRMT PW	11/08/2023	9,688.36		01-31-5520
R3-1000551-23	ICRMT W/S	11/08/2023	9,227.01		60-33-5520
Total ILLINOIS COUNTIES RISK MANAGEMENT TRUST:			99,693.00		
<b>IMPACT NETWORKING</b>					
3094905	COPY PAPER	11/06/2023	325.00		01-12-5610
Total IMPACT NETWORKING:			325.00		
<b>J.G. UNIFORMS, INC</b>					
123304	UNIFORM BM	11/09/2023	235.49		01-21-5080
Total J.G. UNIFORMS, INC:			235.49		
<b>JOSEPH D. FOREMAN &amp; CO.</b>					
333575	LEADS SERVICE REPL - 114 BA	10/25/2023	168.00		60-33-5140
Total JOSEPH D. FOREMAN & CO.:			168.00		
<b>KLEIN, THORPE AND JENKINS, LTD</b>					
111323	HAEGER PROPERTY	11/13/2023	32.00		39-01-5955
Total KLEIN, THORPE AND JENKINS, LTD:			32.00		
<b>LAUDERDALE ELECTRIC, INC.</b>					
9416	VH EXT LIGHTS	11/13/2023	654.82		01-12-5110
9405	NEW LIGHTS	11/06/2023	1,782.08		01-31-5110
9164	PED BRIDGE OUTLET REPAIR	06/08/2023	4,575.00		01-31-5150
9409	OUTLETS ELEC BOX DOWNTOWN	11/07/2023	1,951.30		01-31-5150
9415	LIGHTING REP WTP	11/13/2023	1,468.74		60-33-5110
Total LAUDERDALE ELECTRIC, INC.:			10,431.94		
<b>LAW ENFORCEMENT RECORDS MANAGERS OF IL</b>					
2095	LERMI MEMBERSHIP	11/03/2023	40.00		01-21-5410
Total LAW ENFORCEMENT RECORDS MANAGERS OF IL:			40.00		
<b>LIFELINE PLUMBING</b>					
62413293	PLUMBING WORK AT GARAGE	06/19/2023	915.00		01-31-5110
63562108	DEPOT DRINKING FOUNTAIN	08/17/2023	1,175.00		01-31-5196
Total LIFELINE PLUMBING:			2,090.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>LYLA BLANCHARD</b>					
120123	DICKENS CARRIAGE	12/01/2023	4,200.00		01-37-5290
Total LYLA BLANCHARD:			4,200.00		
<b>MENARDS - CARPENTERSVILLE</b>					
14057	HOLIDAY DECORATION	10/30/2023	29.74		01-31-5630
14330	WTP BRINE TANK	11/04/2023	29.95		60-33-5111
Total MENARDS - CARPENTERSVILLE:			59.69		
<b>MID VALLEY GLASS</b>					
4445	REPLACE GLASS	10/30/2023	126.00		34-01-5946
Total MID VALLEY GLASS:			126.00		
<b>MIDWEST SALT</b>					
32751	SALT TOTES	10/17/2023	1,139.85		60-33-5650
470513	COARSE SALT	11/09/2023	3,084.12		60-33-5650
Total MIDWEST SALT:			4,223.97		
<b>MONROE TRUCK EQUIPMENT</b>					
R81451	TRUCK #33	11/03/2023	1,942.95		01-31-5160
Total MONROE TRUCK EQUIPMENT:			1,942.95		
<b>MOTOROLA SOLUTIONS INC</b>					
795302023100	MAINTENANCE AGREEMENT	11/01/2023	697.00		01-21-5940
Total MOTOROLA SOLUTIONS INC:			697.00		
<b>NICOR GAS</b>					
102423 - 2	NICOR VH	10/24/2023	182.74		01-31-5510
102423 - 2	NICOR S/W	10/24/2023	648.00		60-33-5510
Total NICOR GAS:			830.74		
<b>NORTH EAST MULTI-REGIONAL TRAINING</b>					
339713	TRAINING RF	11/08/2023	50.00		01-21-5430
Total NORTH EAST MULTI-REGIONAL TRAINING:			50.00		
<b>NORTHWESTERN MEDICINE OCCUPATIONAL HEALT</b>					
545580,544433	545580	10/31/2023	121.00		01-31-5240
545580,544433	544433	10/31/2023	130.00		01-31-5240
545580,544433	543200	10/31/2023	18.79-		01-31-5240
Total NORTHWESTERN MEDICINE OCCUPATIONAL HEALT:			232.21		
<b>OTTOSEN DINOLFO HASENBALG &amp; CASTALDO</b>					
1751	POL COMM SERVICES	10/31/2023	67.50		01-21-5230
Total OTTOSEN DINOLFO HASENBALG & CASTALDO:			67.50		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>PACE ANALYTICAL SERVICES, LLC</b>					
9573770	WW TESTING	10/31/2023	1,570.00		60-33-5291
9573771	WW TESTING	10/31/2023	5,146.50		60-33-5291
Total PACE ANALYTICAL SERVICES, LLC:			6,716.50		
<b>PADDOCK PUBLICATIONS, INC</b>					
229077	PAL LAND HEARING	09/19/2022	97.75		01-12-5330
269688	BUDGET/APPR ORD	11/04/2023	57.50		01-14-5330
270878	PAL BANQSPECIAL USE	11/13/2023	69.00		85-01-2382
Total PADDOCK PUBLICATIONS, INC:			224.25		
<b>PAL LAND, LLC</b>					
111423	CHRISTINA DRIVE TIF - 1ST INS	11/14/2023	147,861.58		36-01-5876
111423	DUNDEE CROSS TIF	11/14/2023	445,676.99		38-01-5876
Total PAL LAND, LLC:			593,538.57		
<b>PLOTE PROPERTY MANAGEMENT LLC</b>					
071523	VH RENO	07/15/2023	15,875.20		32-15-5948
Total PLOTE PROPERTY MANAGEMENT LLC:			15,875.20		
<b>QUAD COM 9-1-1</b>					
23-EDPD-11	DISPATCH SERV	11/01/2023	15,538.87		01-21-5360
Total QUAD COM 9-1-1:			15,538.87		
<b>RONDO ENTERPRISES INC</b>					
179032	SKID STEER TRAILER	11/01/2023	7,348.18		01-31-5640
Total RONDO ENTERPRISES INC:			7,348.18		
<b>SABEL MECHANICAL, LLC</b>					
230710	GEARBOX/MOTOR INSTALLATI	10/30/2023	13,185.00		60-33-5131
Total SABEL MECHANICAL, LLC:			13,185.00		
<b>SHINE &amp; DETAIL CLEANING CORP</b>					
060123	DEPOT SUMM CLEANINGS	08/23/2023	285.00		01-31-5196
101323	WTP WAX FLOORS	10/13/2023	780.00		60-33-5110
Total SHINE & DETAIL CLEANING CORP:			1,065.00		
<b>SPRING HILL AUTO BODY</b>					
49220	AUTO BODY WORK #29	09/20/2023	4,329.70		01-31-5120
49220	AUTO BODY WORK #29	09/20/2023	4,329.70		60-33-5120
Total SPRING HILL AUTO BODY:			8,659.40		
<b>STANDARD EQUIPMENT COMPANY</b>					
W11423	SWEeper REPAIR	10/27/2023	5,853.80		01-31-5120
Total STANDARD EQUIPMENT COMPANY:			5,853.80		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
<b>STAPLES ADVANTAGE</b>					
8072031751	OFFICE SUPPLIES	10/21/2023	104.76		01-21-5610
Total STAPLES ADVANTAGE:			104.76		
<b>STEPHEN D. TOUSEY LAW OFFICES</b>					
110123	PROSECUTION	11/01/2023	750.00		01-21-5230
Total STEPHEN D. TOUSEY LAW OFFICES:			750.00		
<b>SYNAGRO TECHNOLOGIES</b>					
42917	DISPOSAL BIOSOLID	11/01/2023	2,587.50		60-33-5287
Total SYNAGRO TECHNOLOGIES:			2,587.50		
<b>THE FUNKY BRUSH AND PALETTE, LLC</b>					
081123-1	DICKENS EVENT	08/11/2023	800.00		01-37-5290
120123	DICKENS EVENT	12/01/2023	262.50		01-37-5290
Total THE FUNKY BRUSH AND PALETTE, LLC:			1,062.50		
<b>TIM COTE, INC</b>					
27269	REPAIRS PD GARAGE	11/09/2023	600.00		01-21-5121
Total TIM COTE, INC:			600.00		
<b>TLO LLC</b>					
259283-20231	MEMBERSHIP	11/01/2023	75.00		01-21-5410
Total TLO LLC:			75.00		
<b>TRAFFIC CONTROL &amp; PROTECTION</b>					
117037	STREET SIGNS	11/06/2023	21.30		01-31-5150
117163	STREET SIGNS SNOW PARKIN	11/07/2023	250.50		01-31-5150
Total TRAFFIC CONTROL & PROTECTION:			271.80		
<b>TREE TOP PRODUCTS LLC</b>					
24391	PICNIC TABLES FOR DEPOT LA	10/05/2023	5,672.98		01-31-5196
Total TREE TOP PRODUCTS LLC:			5,672.98		
<b>TRUE BLUE CAR WASH LLC</b>					
5088	PD CAR WASH	10/31/2023	60.00		01-21-5120
Total TRUE BLUE CAR WASH LLC:			60.00		
<b>ULINE</b>					
170460702	PW SUPPLIES	11/02/2023	572.90		01-31-5630
Total ULINE:			572.90		
<b>US BANK</b>					
1680 102523 K	MAILCHIMP	10/25/2023	80.00		01-12-5410
1680 102523 K	SIRIUS	10/25/2023	17.83		01-12-5410
5221 1022523	ADOBE	10/25/2023	407.83		01-12-5410
6309 102523 E	CRAINS SUB	10/25/2023	169.00		01-12-5410



Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
5221 1022523	BEVERAGES-HARR TRAING	10/25/2023	5.00		01-12-5420
6309 102523 E	IML CONF HOTEL	10/25/2023	1,347.76		01-12-5420
6309 102523 E	EGG HARBOR	10/25/2023	17.81		01-12-5420
6309 102523 E	DUNKIN	10/25/2023	23.33		01-12-5420
1680 102523 K	SUPPLIES	10/25/2023	71.16		01-12-5630
1680 102523 K	TRAINING	10/25/2023	53.70		01-12-5645
5221 1022523	TRAINING	10/25/2023	120.00		01-14-5430
5221 1022523	TRAINING	10/25/2023	100.00		01-14-5430
5221 1022523	TRAINING	10/25/2023	50.00		01-14-5430
1707 102523 C	DRY CLEANING	10/25/2023	18.66		01-21-5080
1707 102523 C	DRY CLEANING	10/25/2023	34.30		01-21-5080
5221 1022523	COMCAST	10/25/2023	31.62		01-21-5320
1707 102523 C	TRIB	10/25/2023	27.96		01-21-5410
2107 102523 J	MEMBERSHIP	10/25/2023	14.99		01-21-5410
1707 102523 C	PARKING	10/25/2023	26.50		01-21-5420
1707 102523 C	LUNCH MEETING	10/25/2023	10.10		01-21-5420
2107 102523 J	LUNCH	10/25/2023	58.57		01-21-5420
5738 102523 D	PARKING	10/25/2023	103.45		01-21-5420
5738 102523 D	HOTEL	10/25/2023	1,887.65		01-21-5420
1500 102523 A	TRAINING	10/25/2023	795.00		01-21-5430
2107 102523 J	DECOR	10/25/2023	30.54		01-21-5580
2107 102523 J	OFFICE SUPPLIES	10/25/2023	86.16		01-21-5610
2107 102523 J	FRIDGE WATER FILTER	10/25/2023	47.49		01-21-5630
5824 102523 G	TP HOLDER	10/25/2023	34.18		01-31-5196
5824 102523 G	TP HOLDER	10/25/2023	18.35		01-31-5196
3999 102523 P	ICLOUD	10/25/2023	.99		01-31-5320
5824 102523 G	IPASS	10/25/2023	50.00		01-31-5420
5824 102523 G	IPASS	10/25/2023	20.00		01-31-5420
5824 102523 G	BATTERY CHARGER	10/25/2023	299.99		01-31-5640
5824 102523 G	CONCRETE CURB TOOL	10/25/2023	96.53		01-31-5640
6309 102523 E	FACEBOOK	10/25/2023	2.54		01-37-5331
1680 102523 K	DICKENS	10/25/2023	192.36		01-37-5630
1680 102523 K	TEAM LUNCH	10/25/2023	263.08		01-37-5630
1680 102523 K	DICKENS	10/25/2023	239.99		01-37-5631
1680 102523 K	OKT FEST	10/25/2023	239.99		01-37-5631
1680 102523 K	FED EX	10/25/2023	35.92		39-01-5955
5824 102523 G	ICLOUD STORAGE	10/25/2023	.99		60-33-5320
Total US BANK:			7,131.32		
<b>VISU-SEWER OF ILLINOIS LLC</b>					
9933	EMERG SAN SEWER TV AND C	10/24/2023	8,662.50		60-33-5141
Total VISU-SEWER OF ILLINOIS LLC:			8,662.50		
<b>WAREHOUSE DIRECT OFFICE PRODUCTS</b>					
5603365	NOTARY STAMP JH	11/06/2023	24.70		01-21-5630
Total WAREHOUSE DIRECT OFFICE PRODUCTS:			24.70		
<b>WILLIAM C ZELSDORF</b>					
102323	DEPOT	11/05/2023	728.00		01-12-6010
Total WILLIAM C ZELSDORF:			728.00		
<b>WILSON NURSERIES INC</b>					
439340	TREES	01/03/2723	1,700.00		01-31-5190

Invoice Number	Description	Invoice Date	Net Invoice Amount	Voided	GL Account Number
439403	TREE	10/30/2023	245.00		01-31-5190
Total WILSON NURSERIES INC:			1,945.00		
Grand Totals:			3,877,608.05		

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

# Memorandum



**To:** Village President and Board of Trustees

**From:** Brandiss Martin, Finance & Administrative Services Director  
Erika Storlie, Village Administrator

**Subject:** CY 2024 Budget Workshop

**Date:** November 20, 2023

---

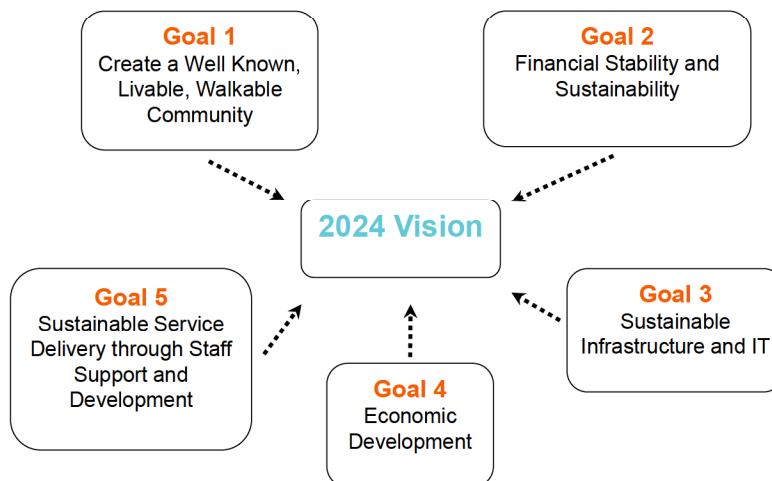
## **Action Requested:**

Staff requests Village Board discussion of the proposed FY2024 Budget and provide direction to staff on budget allocations in addition to the Cash Balance Policy, the assignment of cash reserves, staffing levels, salary increases, and water, sewer and refuse rates.

## **Summary:**

### **Strategic Planning Goals – 2024 Vision**

As we review the draft CY2024 Budget, it is recommended that the goals adopted by the Village Board as part of the Strategic Plan process are utilized for the allocation of funding. One of the primary benefits of having a strategic plan in place is that it helps prioritize initiatives that are proposed by the Village Board and staff as part of the budget process. As most of these goals require funding, the budget process is the primary avenue in which the Village Board can take the necessary steps to move these initiatives forward.



## **SY 2023 Budget Projection**

I am very pleased to report that the projections for SY 2023 are much better than originally budgeted. This is primarily the result of the following:

*General Fund Revenues are tracking \$145,721, or 3%, less than budgeted. This is a result of the following reasons:*

- Home Rule Sales tax revenues are projected to be \$250,000 less than budgeted.
- Income tax revenue is projected to be nearly \$30,000 less than budgeted.
- Due to higher interest rates from banking institutions, the Village received over \$260,000 more than budget for revenues for bank interest, which offset some of the reduced revenue above.

*General Fund Expenditures are tracking approximately \$327,248, or 6%, under budget. This is a result of the following reasons:*

- Budgeted sales tax rebates to Dundee Ford (\$50,000) were not made because they did not meet the threshold for receiving a rebate. The business has since closed.
- Personnel shortages in the Police and Public Works department due to staff turnover and hiring lag.
- Lower expenditures related to facility, vehicle, and other general maintenance. The Village's emphasis on maintaining the vehicle replacement schedule has greatly decreased the need for vehicle maintenance.

The SY 2023 Budget included a proposed overall surplus in the General Fund of \$39,201. As a result of the reasons listed above, projections indicate that the General Fund may actually realize a \$220,728 surplus.

The Village's cash reserves are anticipated to increase based on the projected FY2023 End-of-Year surplus. As such, staff is proposing the Village to make an additional payment of \$338,067 to meet the Lauterbach & Amen recommended contribution amount of \$1,106,679 to the Police Pension Fund. Staff are also proposing the Village transfer \$1,500,000 to the Capital Fund to facilitate future capital projects and purchases within the Fund.

*Please note, at the time of this budget discussion, the Village is still completing the FY2023 audit process. Staff estimates the audit being completed by end of November and anticipate the auditors presenting their findings to the Village Board at the December 18, 2023, Board meeting.*

## **Cash Balance Policy and Surplus**

### ***Cash Balance Policy (General Fund and Water and Sewer Fund)***

*Goal: Financial Stability and Sustainability*

The Village Board reviewed the following proposal to adopt a Cash Balance Policy. I am requesting that the Village Board once again consider the adoption of the proposed Cash Balance Policy for the General Fund and Water and Sewer Fund.

The purpose of this policy is to establish the following:

- A target level of cash balance required for the General Fund and Water and Sewer Fund.
- A process and criteria for the continued evaluation of that target level as conditions warrant.
- A process for reaching and/or maintaining the targeted level of cash balance and the priority for the use of resources in excess of the target.
- A mechanism for monitoring and reporting the General Fund and Water and Sewer Fund cash balance.

Attached, please find the proposed policy. As shown, the recommended cash balance is 25% of budgeted expenditures plus an additional 10% for cash flow purposes. The policy states that after meeting the Lauterbach & Amen recommended contribution amount, 50% of excess (surplus) in the General Fund will be reserved for future capital projects within the Capital Projects Fund and 100% of the excess in Water and Sewer Fund will be used for future water and sewer capital projects. This is in an effort to meet the growing need to repair/replace current vehicles and other infrastructure in the Village's five-year Capital Improvement Program. By using 50% of the General Fund excess (surplus), this allows the Village to continue to build a substantial reserve to support future bond payments within the TIF Funds once the Prairie Lakes TIF expires. Excess revenues from the Prairie Lakes TIF are used to subsidize underperforming TIFs.

## **FY 2024 Budget Summary/Highlights**

### ***Balanced Operating Budgets***

*Goal: Financial Stability and Sustainability*

The General Fund in the Proposed FY2024 Budget is balanced without using any of the available cash reserves. This means that the budgeted expenditures are less than the anticipated

revenues to be received. There is one proposed increase in taxes, fines, or fees, to the vehicle parking tax, which is described in more detail below.

The Water and Sewer Fund is not balanced as the Fund includes budgeted capital projects as well as engineering studies to better evaluate water and wastewater systems and the water/sewer rate study. The Village has been able to accumulate reserves within this Fund which will allow the Village to complete necessary water and sewer infrastructure projects that have been identified within the Capital Improvement Plan. These specific projects are described in detail in the attached spreadsheet and budget.

I am pleased to report the TIF and BDD funds, when combined, are balanced and able to support themselves without requiring any transfers from the General Fund. Projections indicate that the TIF Funds may be able to pay some loans from the General Fund back prior to the end of the TIF terms. However, due to debt service obligations, unknown EAV increases or decreases, and future TIF obligations that the Village Board might wish to incur, it is difficult to estimate the precise amount that will be paid back, or if other competing priorities will be requested to utilize those funds in lieu of payback.

### ***Vehicle Parking Tax***

On April 18, 2022 (Ord. 22-18), the Village Board approved an ordinance providing for a vehicle parking tax. Vehicles are currently taxed as follows: \$.50 per vehicle for each day parked or \$6 per vehicle per month. Since implementation in July 2022, the Village has received approximately \$150,492 in revenues from this tax.

After a year of analyzing the collection of this tax, staff is recommending an increase based on one of the two following options:

1. Increase the per day tax from \$.50 to \$1 and the per month tax from \$6 to \$8. This is a conservative increase and could produce approximately \$10,000-15,000 in additional annual revenue.
2. Eliminate the per day and per month dollar tax to a flat monthly percentage of 7-9% of the total parking fee charged by the entity. This option would eliminate some loopholes in the current ordinance when vehicles are parked and pay quarterly or annually. Also, this option would match up with how the State of Illinois implements their vehicle parking tax. The State currently assesses an 11% tax on total parking fees. Our current tax equates to about 3 to 4% of total parking fees. This option would provide a conservative increase of approximately \$100,000 in annual revenue to the Village.



With the Board's emphasis on completing various capital improvements throughout the Village, staff are recommending continuing to earmark this tax to support capital projects and infrastructure investment village wide. There are several critical infrastructure projects that staff have postponed to 2025 because there are not sufficient funds in the coming fiscal year to pay for them. An increase in this tax with an effective date of February 1, 2024, would assist with providing much needed capital funds.

### ***Contingency***

*Goal: Financial Stability and Sustainability*

As in past years, the proposed CY 2024 Budget includes a total contingency of \$100,000. The purpose of a budgeted contingency is to fund unanticipated expenditures that may occur throughout the fiscal year. These expenditures include but are not limited to payouts that result from employee separations (e.g. accrued paid time off, unemployment, etc.) as well as unanticipated building repairs. The contingency account, as well as the budgeted surplus, also helps to soften any revenue losses that could occur throughout the fiscal year. The majority of the Village's General Fund revenues are volatile in that they are derived from businesses (i.e. sales tax, amusement tax, video gaming, etc.). Therefore, these revenues are dependent upon both the continued operation and success of our businesses as well as a strong economy. As such, it is imperative that the Village budget a contingency and build/maintain healthy reserves to ensure financial stability.

The proposed budget calls for \$50,000 of the contingency to be budgeted in the General Fund and \$50,000 to be budgeted in the Water and Sewer Fund as these two funds account for nearly all of the Village's operating expenditures.

### ***Proposed Initiatives and Projects***

The proposed CY 2024 Budget contains nearly \$1.95 million in significant initiatives and projects. Attached, please find a spreadsheet and new initiative forms which itemizes these projects. For each initiative or project, the corresponding strategic planning goal(s) has been listed.

### ***Capital Improvement Fund and Video Gaming Revenue***

*Goals: Sustainable Infrastructure and IT & Financial Stability and Sustainability*

The proposed budget includes capital projects for FY 2024 as well as a five-year Capital Improvement Plan. As you may recall, the Village Board approved restricting all video gaming revenue to the Capital Improvement Fund in FY 2020.

### ***Deferred Projects***

The attached spreadsheet identifies more than \$3.13 million in deferred initiatives and projects that were requested for this year's budget which are itemized within the five-year Capital Improvement Plan.

Public Works Director Cotter has identified some additional funding resources for some of the deferred water and sewer related projects. Please see attached memo.

### ***Police Pension Contribution***

*Goals: Financial Stability and Sustainability &*

*Sustainable Service Delivery through Staff Support and Development*

The newly consolidated Police Pension Fund, the Illinois Police Officers' Pension Investment Fund (IPOPIF), completed an actuarial report of the Police Pension Fund to determine the amount that the Village will need to levy in December for the subsequent police pension contribution. The report also determines the ratio of unfunded liability to the value of the fund's assets.

IPOPIF uses several assumptions to determine the amount that the Village must contribute. State law requires that the Police Pension Fund be 90% funded by 2040 and, therefore, the report uses this target to determine the required contribution.

The Police Pension Board has the authority to hire an independent actuary to set their own assumptions and recommend to the Village an alternative amount to contribute to the Pension Fund. This year, the Police Pension Fund hired Lauterbach and Amen (L&A) for this purpose. The primary difference between the actuarial reports is that L&A's recommended contribution is based upon the assumption that the Police Pension Fund be 100% funded by 2036 and is therefore more fiscally conservative.

<b>IPOPIF Required Contribution:</b>	<b>To Be Determined</b>
<b>L&amp;A Alternative Contribution:</b>	<b>\$ 826,476</b>
<b>L&amp;A Recommended Contribution:</b>	<b>\$ 1,226,399</b>

The proposed FY 2024 budget includes the L&A alternative contribution amount which is a \$399,923 difference between the recommended contribution. IPOPIF's report designating the required contribution amount is anticipated to be available at the end of November 2023.



PTELL for 2023 is 5% which would increase the property tax levy that supports the police pension fund from \$725,241 to \$761,503 or by a total of \$36,262. In order to meet the minimum alternative contribution to the Police Pension, the Village would have to contribute an additional \$64,973 from the General Fund. To meet the recommended contribution, the Village would have to contribute an additional \$464,896 from the General Fund. Staff will present its recommendation at the December 4<sup>th</sup> Board meeting.

### ***Events***

*Goals: Create a Well Known, Livable, Walkable Community & Economic Development*

The proposed FY 2023 Budget includes a full season of events. The Community Events Committee met in February 2023, and recommended that the Village proceed with a full schedule of events.

Below, please find events included within the proposed budget. The total proposed marketing budget is \$145,550 to enhance the quality and increasing costs associated with Village events. Please note, a portion of these costs are offset by sponsorships.

- **4 Motor Mondays – June July, August, September**
- **3 Wine Down Wednesdays – June, July, August**
- **4 Thirsty Thursdays – May, June, July, August**
- **3 Park District Concerts (partnership) – June, July August**
- **Oktoberfest**
- **Dickens in Dundee**
- **St. Patrick's Day Parade (partnership)**
- **Annual Shredding Event**

### ***Proposed Step, Cost of Living Adjustment, and Merit Increases***

*Goal: Sustainable Service Delivery through Staff Support and Development*

The FY 2024 Compensation Plan and the projected actual salaries are attached. The plan and proposed budget include COLA and step increases as indicated by the collective bargaining agreements of the Police and Public Works which will expire on April 30, 2025 and April 30, 2024, respectively. A COLA of 2% and a merit of up to 2% is proposed for all non-union employees effective January 1<sup>st</sup> (or first day of new pay period of 2024) with the start of the new Fiscal Year budget.

## ***Water and Sewer Rates***

*Goal: Financial Stability and Sustainability*

On May 1, 2017, the Village Board adopted a water and sewer rate schedule that included rate increases through FY 2033 which was adjusted and readopted as part of the FY 2020 Budget process. The schedule was prepared by Trotter and Associates in 2014 and was based upon the financial sustainability of the funds as well as the financial impacts of the recommendations outlined in the water and wastewater facility plans. The water rate will be \$9.45 per 1,000 gallons and \$8.27 per 1,000 gallons for sewer for FY 2024.

## ***Refuse Fees***

*Goal: Financial Stability and Sustainability*

The proposed budget includes continuing to charge residents for refuse services. As a reminder, beginning in June 2019, the Village began offering cart options and an additional 35-gallon cart senior discount provided by Flood Brothers to help reduce the burden on our residents. In FY21, the Village also implemented a leaf collection program through Flood Brothers which is expected to continue in FY24.

At the Village Board meeting on October 16, 2023, staff requested the Board discuss and provide direction on the removal or extension of the refuse sunset clause approved on April 16, 2018. Staff noted the following areas of concern regarding incorporating the refuse and recycling expenditure into the General Fund as a permanent expenditure:

1. The cost of refuse service is approximately \$270,000, annually.
2. The General Fund's primary revenue source is Home Rule and regular sales tax. This makes up nearly 50% or more of the revenue in the Fund. Heavy reliance on such revenue can be problematic as it ebbs and flows based on economic conditions at the time and could pose problems supplementing costly user fees in the future.
3. In most communities, the majority of all user fees (i.e. water & sewer) are paid for directly by the user and is not supplemented by the municipality to allow for the funding of other, more significant, services, projects, and infrastructure needs of the municipality. Residents and businesses of the Village who do not utilize our contracted vendor for refuse and recycling will be paying for the cost of a user service that does not benefit them.
4. Annually, the Board makes considerable efforts to fully fund the Police Pension at the Lauterbach & Amen's recommended contribution amount. The Pension Fund is currently partially funded by the Village's property tax levy. The property taxes received do not fully fund this contribution, and as such, the Village supplements the

contribution through the General Fund. In order to meet the recommended contribution amounts for SY23, the Village will make an additional contribution of \$349,854 from the General Fund. With the hiring of the Deputy Chief and two new officers as well as the objective of becoming a completely full-time department, the cost of Police Pension contributions will significantly increase, requiring an increase to the tax levy, or additional supplementary funds from the General Fund.

5. The Prairie Lakes TIF will expire December 31, 2023. The Village will collect its final incremental tax revenue from this TIF in 2024. When the Village is able to levy to capture this increment for property taxes payable in 2025, staff will recommend this entire portion of the increment be directed to supplement payments to the Police Pension. Currently, this TIF supplements 39.1% (about \$220,000) of the 2012A GO Bond (matures in 2032). With this TIF expiring, the General Fund or other TIFs will be responsible for covering this portion of the bond payment.
6. With the construction of the parking garage, the Village will be adding on new debt of at least \$3,000,000 from the Downtown and Dundee Crossings BDD. Post construction, the Village is unclear of the annual maintenance or other related expenses for this project.
7. Without an identified new source of revenue or increase to alternative fees to replace this user fee, staff does not recommend the elimination of this user fee.

On October 20, 2023, Finance & Administrative Services Director Martin met with a Board member who provided the following as alternatives for funding the refuse and recycling on a permanent basis:

1. Fund about \$100,000 of the refuse and recycling cost the Downtown and Dundee Crossings BDD. Any dollars taken from any TIF or BDD must be paid back.
2. Freeze or delay hiring of personnel.

Despite concerns relayed regarding the historical context of the implementation of the fee and its temporary vs permanent nature, there seemed to be a consensus from the Village Board to cease the practice of extending the “temporary” term of this annually and instead to adopt it permanently. Staff will provide an updated ordinance on the December 4, 2023 Board meeting to remove the sunset clause and codify this permanently.

**Attachments:**

Budget Review PowerPoint  
Water Fund Project Memo  
Cash Balance Policy  
CY 2024 Draft Budget  
CY 2024 Compensation Plan  
Funded Initiatives and Projects  
Deferred Initiatives and Projects



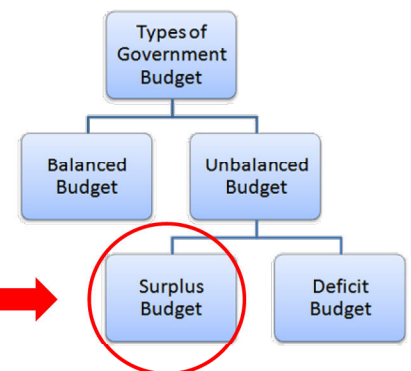
# FY 2024 Budget Overview

NOVEMBER 20, 2023

# Budget Overview

- **ZERO-BASED BUDGET**
- **BALANCED GENERAL FUND**
- **ANTICIPATED GENERAL FUND SURPLUS OF \$60,206**
- **USE OF VARIOUS TIF FUNDS CASH RESERVES TO SUBSIDIZE UNDERPERFORMING TIF FUNDS**
- **ANTICIPATED USE OF CASH RESERVE TO FUND PROJECTS**
- **TRANSPARENT BUDGET**

**FY 2024 Operating Budget**



## Budget Overview



- TIF and BDD Commitments Funded
- Debt Payments Funded
- Nearly \$1.95 Million in Budgeted Initiatives and Projects
- Over \$3.13 Million in Deferred Projects Identified
- \$100,000 Contingency (\$50,000 in General and \$50,000 in Water and Sewer Fund)

## Budget Overview



- Police Pension Funded to L&A Alternative Minimum (IPOPIF statutory minimum amount not available at this time)
- If there is sufficient surplus at year end, full pension payment will be made
- Goal is to budget for the full payment in FY 2025 (instead of the minimum)
- This will be achievable due to Prairie Lakes TIF ending
- 2025 Levy will increase by TIF increment amount

# Vehicle Parking Tax



- Increase in tax needed to fund conversion from Part-time to Full-time Police Officers and additional capital improvements
- Can increase by one of two options:
  - Change to flat % (State of IL is currently at 11%)
  - Increase the per day tax from \$.50 to \$1 and the per month tax from \$6 to \$8
  - Would take effect February 1, 2024



# Budget Overview



## Summary Statement of Changes in Fund (Cash) Balances or New Position for CY24

	General Fund	Capital Funds	Debt Service Fund	Special Revenue Funds	Enterprise Fund	Village Total
Beginning Cash Balances	6,202,695	1,765,063	(457,588)	5,876,423	3,111,001	16,497,594
Revenues	7,318,794	653,000	200	5,476,101	2,690,060	16,138,155
Net Expenses <sup>1</sup>	7,258,588	1,423,345	567,556	4,021,969	3,028,421	16,299,879
Change in Fund (Cash) Balance/Net Position						
Cash Balance Before Transfers	6,262,901	994,718	(1,024,944)	7,330,555	2,772,640	16,335,870
Transfers <sup>2</sup>						
Transfers In	-	-	567,556	-	-	567,556
Transfers Out	-	-	-	(567,556)	-	(567,556)
Net Transfers	-	-	567,556	(567,556)	-	-
<b>Change in Fund (Cash) Balance/Net Position</b>	<b>6,262,901</b>	<b>994,718</b>	<b>(457,388)</b>	<b>6,762,999</b>	<b>2,772,640</b>	<b>16,335,870</b>

<sup>1</sup> Net Expenses include the intentional use of cash reserves in the Streets, MFT & Capital Funds which have been saved over the last few years to fund major capital purchases or projects.

<sup>2</sup> Transfers include both permanent transfers (transfer do no have to be reimbursed) and temporary transfers (transfer must be paid back to lending General Fund: Village operating departments - Administration, Building, Community Events, Finance, Police, Public Works, and Refuse.

Capital Funds: Capital Projects Fund, Streets Fund, & Motor Fuel Tax Fund.

Debt Service Fund: 2012A GO Bond Reserve Fund.

Special Revenue Funds: All Tax Increment Finance and Business Development Districts.

Enterprise Fund: Water & Sewer Fund (consolidated to create one Fund in FY21).

# General Fund Summary



## General Fund Overview of Annual Revenues

- The FY 2024 proposed budget is approximately 30% or \$1.7 Million higher than the SY 2023 which was an 8-month transition to the new Calendar Year budget. In addition to a full year's budget, some of the changes are primarily due to the following:
  - 5%, or \$36,262, increase in the annual tax levy
  - Restructure the vehicle parking tax to collect a flat monthly percentage of 10% of the total revenue received by the company instead of the current collection rate of \$.50 per vehicle for each day parked or \$6 per vehicle per month. Increase anticipated between \$25,000 - \$50,000
  - Increase investment income based on two-year revenue trend from \$10,000 to \$150,000

	FY21 Audited	FY22 Audited	FY23 Unaudited	SY23 Budget	SY23 EOY	FY24 Budget
<b>Taxes</b>	5,545,662	6,929,716	7,117,979	4,869,241	4,525,345	6,215,003
<b>Licenses</b>	169,279	226,843	245,209	138,000	123,000	213,000
<b>Permits</b>	355,975	231,277	311,697	157,200	147,305	173,440
<b>Intergovernmental</b>	193,800	26,517	221,965	2,500	10,634	2,575
<b>Charges for Services</b>	298,554	102,360	153,767	88,235	89,744	100,773
<b>Fines &amp; Forfeits</b>	205,770	164,271	200,425	117,600	98,765	134,628
<b>Other Revenues</b>	400,668	399,247	798,298	253,500	485,761	479,375
<b>Transfers</b>	-	-	20,958	-	-	-
	<b>7,169,708</b>	<b>8,080,230</b>	<b>9,070,299</b>	<b>5,626,276</b>	<b>5,480,555</b>	<b>7,318,794</b>

## Budget Overview – Tax Levy



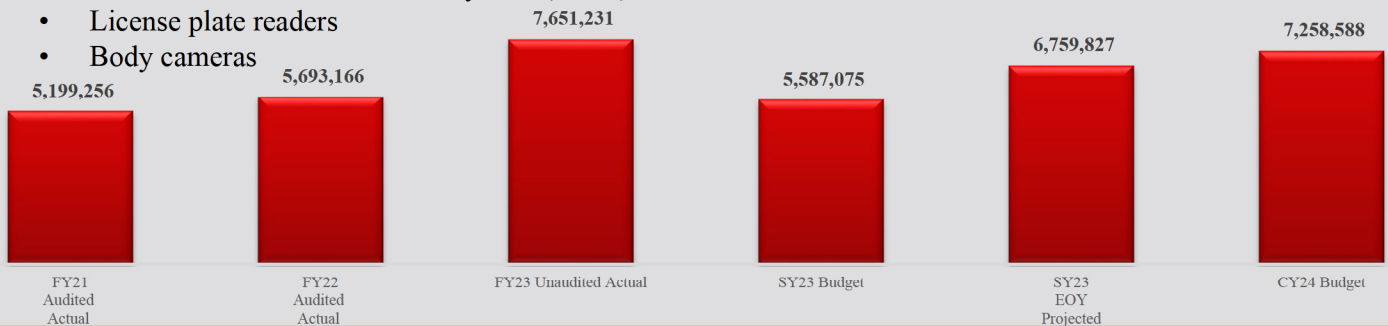
- Corporate property taxes extended in 2022 (collected in 2023) were \$725,241 and the Village approved an abatement ordinance for \$1,891,518
- The proposed corporate property taxes to be levied for SY2023 (collected in 2024) are \$761,503. This represents a 5% increase over the previous year.
- The proposed abatement is \$1,932,834. This will be discussed in March 2024.

# General Fund Summary



## General Fund Overview of Annual Expenditures

- The FY 2024 proposed budget is approximately 22.4% or \$1.7 Million higher than the SY 2023 which was an 8-month transition to the new Calendar Year budget. In addition to a full year's budget, some of the increases are primarily due to the following:
  - Annual personnel cost increases for union and non-union employees COLA & step/merit increases. Union increases are according to their respective union contracts. Non-union employees projected to receive a 2% COLA and up to a 2% merit increase.
  - Personnel changes:
    - Addition of one (1) Depot Attendant and one (1) Management Intern
    - Addition of one (1) full-time Police Officer
  - Increased Police Pension contribution
  - Continue the computer and software replacement program for each department
  - Comprehensive & Strategic Plan
  - Engineering for Bartels Park Expansion
  - Human Resource Information System (HRIS)
  - License plate readers
  - Body cameras



# General Fund Summary



## General Fund Expenditures by Category

	Administration	Building	Community Events	Finance	Police	Public Works	Refuse
Personnel Services	471,100	206,513	-	200,006	3,629,408	521,824	-
Maintenance Services	8,000	2,000	-	-	64,250	236,900	-
Contractual Services	240,300	14,000	62,000	50,000	181,500	47,450	289,500
Communications	16,250	3,250	11,000	5,850	219,572	7,350	-
Professional Development	24,000	1,450	1,550	5,050	51,400	8,050	-
Other Charges for Service	20,566	38,900	48,000	32,700	128,500	59,500	5,500
Commodities & Supplies	18,950	5,100	18,000	3,900	69,800	56,150	750
Capital Outlay	50,000	-	-	-	-	-	-
Micellaneous Expenses	52,500	-	5,000	-	65,249	-	-
Transfers	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>901,666</b>	<b>271,213</b>	<b>145,550</b>	<b>297,506</b>	<b>4,409,679</b>	<b>937,224</b>	<b>295,750</b>

The above expenditure chart does not include transfers to the Capital Fund per the Cash Balance Policy. Staff is requesting the Board approve a transfer to the Capital Fund upon completion of the FY 2023 audit in the amount of \$1.5 Million and another transfer EOY SY 2023 for \$1.5 Million. These transfers will help pay for a great deal of capital projects within the Capital Fund and will allow the Village to maintain well above the 35% reserve within the General Fund.

**Total expenditures for the General Fund: \$7,258,588**

Note: 50% of Finance & Public Works personnel services and 30% of Administration salaries are charges to the Water and Sewer Fund

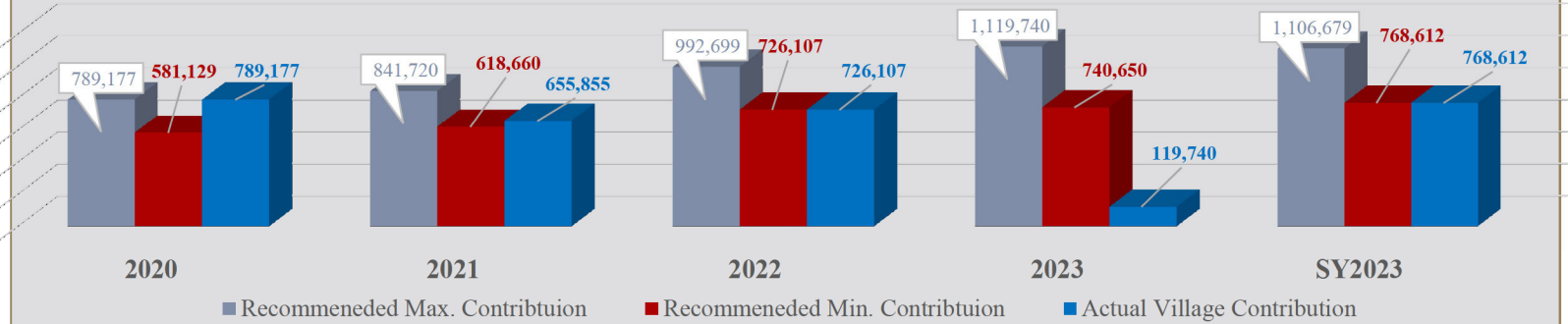
# General Fund Summary – Police Pension



## History of Contributions to the Police Pension

The charts below shows the recommended contribution amounts as provided to the Village by the Lauterbach & Amen. The Village also receives a contribution amount from the State of Illinois’ actuary (now the Illinois Police Officers’ Pension Investment Fund (IPOPIF)) which is not reflected in the charts below.

Fiscal Year	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	SY2023
Recommended Max. Contribtuion	379,277	389,095	425,311	467,769	625,773	692,028	749,982	789,177	841,720	992,699	1,119,740	1,106,679
Recommended Min. Contribtuion	303,061	306,606	294,974	360,955	413,011	445,225	561,154	581,129	618,660	726,107	740,650	768,612
Actual Village Contribution	385,647	390,488	387,389	448,635	570,288	543,025	653,029	789,177	655,855	726,107	119,740	768,612



The 2024 recommended contribution amount are as follows:  
 L&A Minimum: \$826,746  
 L&A Maximum: \$1,226,399  
 IPOPIF: Recommended contribution amount is not available

# Capital Projects Fund Budget

## Budgeted Projects

- **FACILITIES**

- Finish Village Hall Improvements (Exterior Doors, Front Counter, and Rear Office) - \$50,000

- **STREETS**

- Resurfacing projects include: Lakewood (\$75,000), Albert Drive (IL Rt. 25 to Castle Ave) - \$59,400; Ashland Avenue (Edwards Ave to Kenilworth Ave) - \$63,100; Council Hill (Bonnie Dundee Rd to Terminus) - \$111,100; Crabtree Road (Ravine Rd to Terminus) - \$25,300; Edwards Avenue (Van Buren St to Ashland Ave) - \$34,900; Richardson Road (IL Rt. 25 to Terminus) - \$29,400; Roslyn Road (Van Burnet St to Summit Ave) - \$61,500; Springcrest Road (Barrington Ave to Roslyn Rd) - \$55,400; Wilmette Avenue (Van Buren St to Bonnie Dundee Rd) - \$59,900

- **IT**

- Starcomm Radio Lease (Year 3) - \$16,000

- **STORMWATER**

- Lions Park - \$50,000

- **ACQUISITIONS**

- Demolition of 4 N. Van Buren - \$26,000 (Discuss if complete this year or postpone)






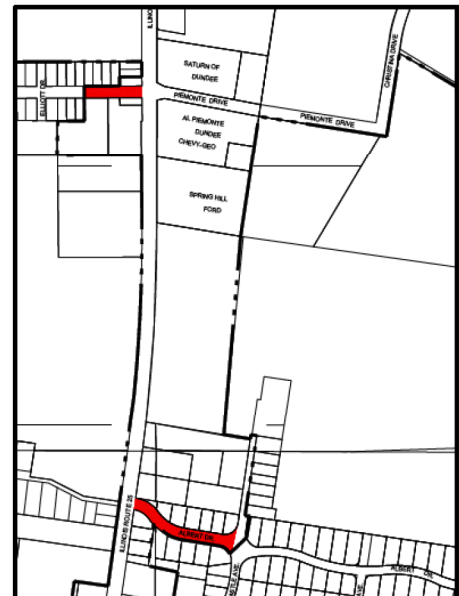
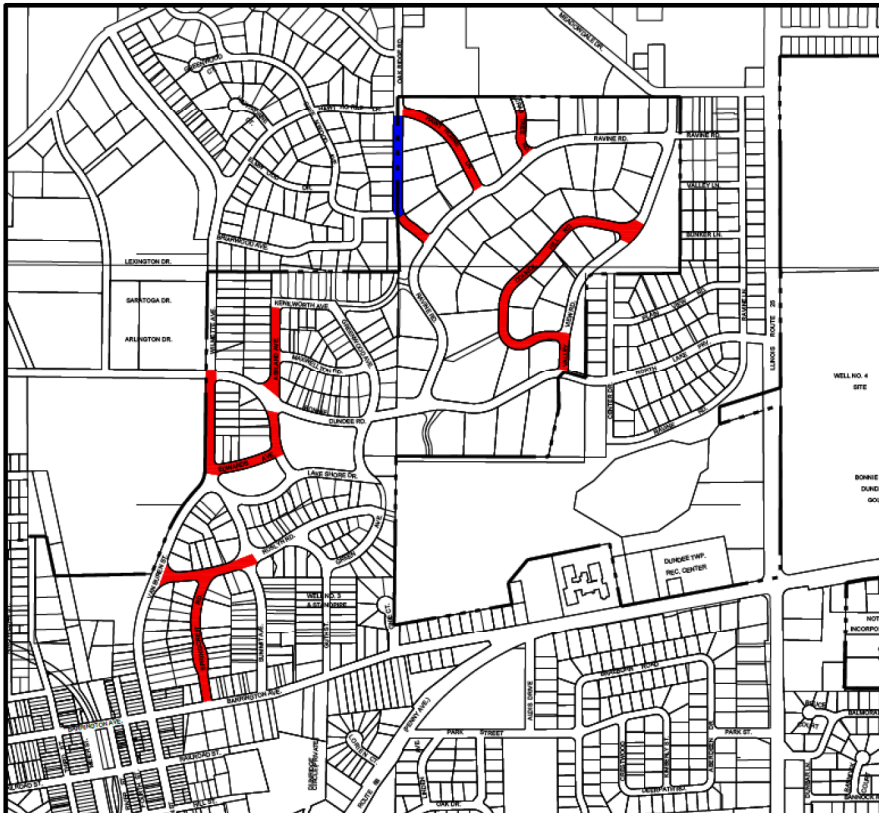
# Street Improvement Map

## 2024 STREET IMPROVEMENT PROJECT MAP



### MAP LEGEND

-  PROPOSED 2024 STREET IMPROVEMENT
-  PROPOSED 2024 SIP (SHARED COST W/CVILLE)
-  EAST DUNDEE CORPORATE LIMITS



DATE: NOVEMBER 14, 2023

A full sized version of this map is provided in the budget document



# TIF and BDD Funds Budget Overview



- **FACILITIES**

- Depot Complex Improvements (restroom renovation, siding repair, and irrigation system) - \$157,500

- **COMMUNITY BEAUTIFICATION**

- Village Entryway Signage - \$50,000

- **ACQUISITIONS**

- Demolition of 2 N. Van Buren - \$24,000

# WATER & SEWER FUND SUMMARY



- **INCLUDED IN BUDGET**

- Raw Lift Station – Interior Painting - \$16,000
- Well #3 Interior Painting - \$11,000
- Sludge Pump Replacement - \$10,000
- WAS Pump Replacement - \$16,000
- Lead Service Line Plan and Replacement - \$67,500
- Valve Exercising Program and Replacement - \$34,000
- Inflow and Infiltration Study - \$42,500
- Water & Sewer Rate Study - \$35,000
- Oxidation Ditch Projects - \$57,000
- Hill Street Lift Station Pump Replacement - \$20,000
- Clarifier Rotating Assembly Reconditioning - \$17,500
- \$50,000 Contingency

# Cash Balance Policy

**General Fund (01) and Water & Sewer Fund (60)**



# CASH BALANCE POLICY

- **GENERAL POLICY INCLUDES THE FOLLOWING**

- Maintain a cash balance of a minimum of 35% reserve in both the General and Water & Sewer Funds
  - 25% of budgeted expenditures
  - 10% cash flow reserve
- General Fund excess (surplus) to be allocated as follows:
  - Addition contribution into the Police Pension Fund to meet the minimum requirement as presented by Lauterbach & Amen.
  - Transfer 50% of excess (surplus) cash (less Police Pension contribution) into the Capital Improvements Fund
- Water & Sewer Fund excess (surplus) to be allocated as follows:
  - 100% of excess restricted for capital projects within the Fund

- **NO ANTICIPATED CHANGE IN POLICY FOR THE FY 2024 BUDGET**

*Final surplus to be determined by End of Year estimated projection*

# Conclusion – Next Steps



- **BUDGET & TAX LEVY PUBLIC HEARING TO BE HELD ON DECEMBER 4, 2023**
- **BUDGET & TAX LEVY TO BE APPROVED ON DECEMBER 18, 2023**
- **BOND ABATEMENT TO BE DISCUSSED IN MARCH 2024**

## Memorandum



**To:** Brandiss Martin,  
Finance and Administrative Services Director

**From:** Phil Cotter  
Director of Public Works

**Subject:** Water & Sewer Fund

**Date:** November 3, 2023

---

There are several critical capital projects associated with the water distribution system that are programmed for the coming years. These projects include:

1. IL 68 Water Tower
  - a. Painting and Rehabilitation - \$863,000  
*Note:* A Village consultant (Dixon Engineering) has conducted two inspections of this water tower in 2018 and 2023. The tower has been evaluated to be in fair to poor condition and painting and rehabilitation has been recommended within 1-2 years, since 2018.
2. Water Main Replacement Projects
  - a. N. Van Buren Street (from Barrington Ave to Roslyn Road) - \$594,000
  - b. Prairie Lakes Road (from IL 68 to 105 Prairie Lakes Road) - \$404,000  
*Note:* Each of these sections of water main have experienced numerous breaks in recent years.
3. Standpipe (441½ Barrington Ave) – \$250,000
  - a. Painting and Rehabilitation Project
  - b. Demolition
  - c. Replacement  
*Note:* Staff are working Baxter & Woodman to determine which of the above three options will be recommended for the standpipe. This study will be completed in 2024. Therefore, the actual cost of the recommended option is not yet known.

The above projects (1-3) have been identified as possible projects that may be eligible for the Illinois Environmental Protection Agency's (IEPA) Wastewater and Drinking Water loan

program. This loan program provides low-interest loans through the State Revolving Fund (SRF) that includes two loan program options:

- Water Pollution Control Loan Program (WPCLP) - funds both wastewater and storm water projects
- Public Water Supply Loan Program (PWSLP) - drinking water projects

Securing loan funding can be a timely process. More specifically, the Village would need to submit a formal project plan (detailing and documenting specific projects for up to five years) to the IEPA during the summer of 2024 (IEPA can subsequently take up to 6 months to review/approve). With approval, the Village would then submit a funding nomination form by March 31, 2025. If the Village is ultimately approved for a loan, loan proceeds would become available on/after July 1, 2025 (the State of Illinois' following fiscal year which is July 1 – June 30).

### **Lead Service Line Replacements**

On January 1, 2022, the Lead Service Line Replacement and Notification Act (LSLRNA) was enacted which requires all Illinois community water suppliers to make an inventory of lead water service lines owned by the municipality and private property owners. The Village has secured grant funds to assist with developing that inventory which is due to the IEPA in April 2024.

Per the LSLRNA, the Village must also submit a final plan to the IEPA in April 2027 to replace all known lead services and begin the replacement process. The percentage of lines that must be replaced per year, and the length of time a municipality will have to replace all lead service lines, will depend on the number of lead service lines within the community.

The PWSLP can be used to fund lead water service line replacements and such program will contain restrictions established by the IEPA (for example, cost sharing of replacing lead services lines with homeowners would not be allowed). The IEPA is currently discussing/considering providing funding through no-interest loans - these loans will have a 0% interest rate with a payback period of 30 years. The remainder of the funding will be allocated with 100% principal forgiveness to disadvantaged communities.

Staff have initiated discussion of lead service line replacements with the Village Board, but no formal plan has been developed or implemented.

Staff is recommending utilization of both of these funding sources for future years and requests board discussion and consensus on proceeding in this direction to utilize low interest loans to fund these critical projects.

**ORDINANCE NUMBER 23 - \_\_**

**AN ORDINANCE OF THE VILLAGE OF EAST DUNDEE, COOK  
AND KANE COUNTIES, ILLINOIS, AMENDING CHAPTER 34 OF THE VILLAGE OF  
EAST DUNDEE VILLAGE CODE REGARDING A CASH BALANCE POLICY**

**WHEREAS**, the Village of East Dundee ("Village") is a home rule unit of local government pursuant to Section 6 of Article VII of the Constitution of the State of Illinois, and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

**WHEREAS**, the President and Board of Trustees of the Village find that amending Chapter 34 of the Village of East Dundee Village Code ("Village Code") as set forth below regarding a cash balance policy best serves the public's health, safety and welfare;

**NOW THEREFORE BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF EAST DUNDEE, COOK AND KANE COUNTIES, ILLINOIS, AS FOLLOWS:**

**SECTION 1: Incorporation.** That the recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

**SECTION 2: Amendments.** That Chapter 34 of the Village Code is amended by adding Sections 34.90 – 34.93 thereto, which shall read as follows:

**"CASH BALANCE POLICY**

**§ 34.90 CASH BALANCE POLICY PURPOSE**

The purpose of the Cash Balance Policy is to establish the following:

(A) A target level of cash balance required for the General Fund and Water and Sewer Fund.

(B) A process and criteria for the continued evaluation of that target level as conditions warrant.

(C) A process for reaching and/or maintaining the targeted level of cash balance and the priority for the use of resources in excess of the target.

(D) A mechanism for monitoring and reporting the General Fund and Water and Sewer Fund cash balance.

**§ 34.91 POLICY BACKGROUND AND CONSIDERATIONS**

The Village's administration, credit rating agencies, and others monitor the levels of cash balance in the General Fund and Water and Sewer Fund as an important indicator of the Village's economic condition. In establishing



an appropriate level of cash balance, the Village has considered the following factors:

- (A) The predictability of its revenues and the volatility of its expenditures.
- (B) The Village's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts).
- (C) The potential drain upon General Fund and Water and Sewer Fund resources from other funds as well as the availability of resources in other funds.
- (D) Liquidity (i.e. the disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained).
- (E) Commitments and assignments (i.e., the Village may wish to maintain higher levels of unassigned cash balance to compensate for any portion of the cash balance already committed or assigned by the government for a specific purpose).

#### **§ 34.92 CASH BALANCE POLICY AND PROCEDURES**

The following shall apply to both the General Fund and Water and Sewer Fund. The minimum cash balance reserve to be committed shall be twenty-five percent (25%) of budgeted expenditures. An additional ten percent (10%) cash flow reserve shall be committed in each fund for cash flow purposes. This ten percent (10%) cash flow reserve shall be used at the discretion of the Village Administrator provided that the ten percent (10%) shall only be used for cash flow to address revenue that is expected but has not yet been received.

The total thirty-five percent (35%) cash balance reserve required for each fund shall be calculated prior to the adoption of the annual budget as follows:

$$\textbf{Projected Beginning Cash Balance} \div \textbf{Budgeted Expenditures} = \textbf{35\%}$$

As part of the annual budget process, the Village Administrator shall report to the Village Board the required thirty-five percent (35%) cash balance reserve. This thirty-five percent (35%) cash balance reserve shall be held in the General Fund and Water and Sewer Fund, respectively, and shall be approved by ordinance each year in conjunction with the adopted budget.

A super majority vote of five (5) affirmative votes of the Village President and Board of Trustees is required for the Village Board to take action on any item that will temporarily reduce the thirty-five percent (35%) cash balance reserve below this minimum target level, other than for cash flow purposes. In the event that the thirty-five (35%) cash balance reserve drops below this minimum target level through the approval of the Village Board,

the Village Administrator will develop a plan, implemented through the annual budgetary process, to bring the balance back to the target level over a period of no more than three (3) fiscal years.

### **§ 34.93 SURPLUS**

(A) General Fund. Upon determining the minimum thirty-five percent (35%) General Fund cash balance reserve, the difference between the budgeted and actuarial Police Pension contribution amount shall be paid, then fifty percent (50%) excess (surplus) shall be transferred to the Capital Projects Fund and shall be either utilized for budgeted capital projects or restricted for capital projects identified within the Village's Capital Improvement Plan. These transfers shall be made as available, recommended by the Village Administrator based upon current needs, and approved by ordinance.

(B) Water and Sewer Fund. Upon determining the minimum thirty-five percent (35%) Water and Sewer Fund cash balance reserve, any excess (surplus) shall be either utilized for budgeted capital projects within the Water and Sewer Fund or restricted for Water and Sewer capital projects identified within the Village's Capital Improvement Plan, as recommended by the Village Administrator and approved by ordinance."

**SECTION 3: Continuation.** That all provisions of the Village Code not amended herein shall remain in full force and effect.

**SECTION 4: Severability.** That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

**SECTION 5: Repeal.** That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

**SECTION 6: Effect.** That this Ordinance shall be in full force and effect upon its adoption, approval and publication in pamphlet form as provided by law.

**[THIS SPACE INTENTIONALLY LEFT BLANK]**

**ADOPTED** this 17th day of April, 2023 pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** by me this 17th day of April, 2023.

\_\_\_\_\_  
Jeffrey Lynam, Village President

**ATTEST:**

\_\_\_\_\_  
Katherine Diehl, Village Clerk

Published in pamphlet form this 17th day of April, 2023, under the authority of the Village President and Board of Trustees.

Recorded in the Village records on April \_\_\_\_, 2023.

## Village of East Dundee

### CY 2024 Compensation Plan

Ranges increased with 2% COLA - Not including union positions

Grade	Position	CY24 Minimum		CY24 Maximum		Range %	SY 2023 Salary	CY 2024 Salary		
		Salary	Hourly	Salary	Hourly			With 2% COLA and 1-2% Merit	Remaining in Range	
1	Seasonal Public Works Laborer (P1)	\$21,335	\$10.26	\$33,762	\$16.23	58.25%	\$ 16.00	\$ 16	\$0	
1	Crossing Guard (PT)	\$21,335	\$10.26	\$33,762	\$16.23	58.25%	\$ -	\$ -	\$16	
1	Management Intern	\$21,335	\$10.26	\$33,762	\$16.23	58.25%	\$ 21,478.50	\$ 22,337.64	\$11,424	
1	Depot Attendant	\$21,335	\$10.26	\$33,762	\$16.23	58.25%	\$ 13.00	\$ 14.00	\$2	
2	Police Executive Assistant/ Records Clerk	\$51,286	\$24.66	\$70,659	\$33.97	37.78%	\$ 65,584	\$ 68,207	\$2,453	
2	Utility Billing Clerk/ PT Records Clerk	\$39,889	\$19.18	\$56,984	\$27.40	42.86%	\$ -	\$ 22.05	\$5	
3	Part-Time Patrol Officer	\$45,900	\$22.07	\$61,200	\$29.42	33.33%	\$ 28.34	\$ 29.76	\$0	
4	Public Works Laborer*	\$49,353	\$23.73	\$64,395	\$30.96	30.48%				
5	Public Works Crew Leader*	\$53,346	\$25.65	\$69,620	\$33.47	30.50%				
5	Public Works Operator*	\$53,346	\$25.65	\$69,620	\$33.47	30.50%				
6	Building and Public Works Assistant	\$56,610	\$27.22	\$80,274	\$38.59	41.80%	\$ 75,274	\$ 78,285	\$1,989	
6	Finance Assistant	\$56,610	\$27.22	\$80,274	\$38.59	41.80%	\$ 75,330	\$ 78,343	\$1,931	
6	Special Events Coordinator/Village Clerk	\$56,610	\$27.22	\$80,274	\$38.59	41.80%	\$ 78,535	\$ 80,106	\$168	
6	Management Analyst	\$56,610	\$27.22	\$80,274	\$38.59	41.80%	\$ -	\$ -	\$80,274	
7	Accountant	\$62,682	\$30.14	\$85,475	\$41.09	36.36%	\$ -	\$ -	\$85,475	
8	Patrol Officer*	\$68,535	\$32.95	\$101,696	\$48.89	48.39%				
9	Public Works Superintendent of Operations	\$87,210	\$41.93	\$116,790	\$56.15	33.92%	\$ 98,722	\$ 102,671	\$14,119	
9	Building Inspector/Official	\$87,210	\$41.93	\$116,790	\$56.15	33.92%	\$ 111,733	\$ 116,202	\$588	
9	Finance Manager	\$87,210	\$41.93	\$116,790	\$56.15	33.92%	\$ 95,000	\$ 98,800	\$17,990	
10	Assistant to the Village Administrator	\$91,174	\$43.83	\$119,666	\$57.53	31.25%	\$ 89,935	\$ 93,532	\$26,133	
11	Sergeant*	\$106,910	\$51.40	\$120,621	\$57.99	12.82%				
12	Deputy Chief	\$114,384	\$54.99	\$140,096	\$67.35	22.48%	\$ 132,000	\$ 137,280	\$2,816	
13	Chief of Police	\$119,666	\$57.53	\$153,856	\$73.97	28.57%	\$ 143,923	\$ 149,680	\$4,176	
13	Public Works Director	\$119,666	\$57.53	\$153,856	\$73.97	28.57%	\$ 142,730	\$ 148,440	\$5,416	
13	Finance & Administrative Services Director	\$119,666	\$57.53	\$153,856	\$73.97	28.57%	\$ 134,670	\$ 140,056	\$13,799	
14	Village Administrator	\$143,154	\$68.82	\$183,855	\$88.39	28.43%	\$ 170,000	\$ 176,800	\$7,055	

#### Notes:

Gray union positions are subject to collection bargaining agreements not compensation plan - Agreements expire on April 30, 2024 for Public Works and April 30, 2025 for Police  
Part-time Police Officers are all paid the same (includes merit)

CY 2024 BUDGET					
Funded Initiatives and Projects					
Fund	Description	Priority	Budget	Comments	Strategic Planning Goals
Capital	Village Hall Improvements	Critical	\$ 50,000	Staff is requesting approval of a project involving the replacement of three exterior doors at the Village Hall, along with one pedestrian door to the Police Garage, buildout of the front counter at the Village Hall, and buildout of the rear office area at the Village Hall (Building Inspector).	Sustainable Service Delivery through Staff Support and Development
Capital	Purchase of 2025 International Dump Truck	Critical	\$ 216,345	On October 17, 2022, the Village Board approved the purchase of a 2025 International HV607 dump truck from Rush Truck Center. The new truck will replace a 2005 International dump truck (unit #33) which will be auctioned subsequent to delivery of the new unit.	Sustainable Service Delivery through Staff Support and Development
Capital	Purchase of a Ford F-150	Critical	\$ 45,000	Public Works is requesting to purchase a Ford F-150 pickup truck that would be used primarily by the Superintendent of Operations. With the purchase of a new Ford F-150, the 2010 pickup truck (unit #20) would be transferred to operations.	Sustainable Service Delivery through Staff Support and Development
Capital	Purchase of a Loader/Backhoe Combination Unit	Critical	\$ 148,000	This unit is a workhorse and essential to Public Works' operations as it loads various materials (stone, salt, soil, mulch, concrete, asphalt, etc.). It is also used for underground excavations associated with the water distribution system (main break repairs, etc.) and the sanitary and storm sewer systems. The unit is also used during storm damage cleanup, lifting/moving/placement of heavy loads/items, and snow removal when necessary.	Sustainable Service Delivery through Staff Support and Development
Capital	Lakewood Resurfacing Project	Critical	\$ 75,000	The Village of Carpentersville is coordinating a project to resurface (grind and overlay) a section of Oak Ridge Road, between Greenwood Ave and Hawthorne Lane. This section of road is divided equally between the two communities (down the center line of the road).	Sustainable Infrastructure and IT
Capital	Riverfront Improvements & Beautification	Recommended	\$ 75,000	Staff is proposing an initial annual expenditure of \$150,000 to meet as many of the objectives as possible in the study - which will be completed later in 2023. Annual costs are likely to increase as a result of the recommendations presented in the Master Plan.	Create a Well-Known, Livable, Walkable Community
Capital	Lions Park Stormwater Project	Critical	\$ 50,000	PUBLIC WORKS is requesting approval to initiate engineering for the Lions Park Stormwater Project. This proposed project would construct a storm water detention facility along with infiltration trenches and drywells in Lions Park.	Create a Well-Known, Livable, Walkable Community
Capital	Street Improvement Programs	Critical	\$ 550,000	The following streets are proposed for resurfacing in 2024: Albert Drive (IL Rt. 25 to Castle Ave) - \$59,400; Ashland Avenue (Edwards Ave to Kenilworth Ave) - \$63,100; Council Hill (Bonnie Dundee Rd to Terminus) - \$111,100; Crabtree Road (Ravine Rd to Terminus) - \$25,300; Edwards Avenue (Van Buren St to Ashland Ave) - \$34,900; Richardson Road (IL Rt. 25 to Terminus) - \$29,400; Roslyn Road (Van Burnet St to Summit Ave) - \$61,500; Springcrest Road (Barrington Ave to Roslyn Rd) - \$55,400; Wilmette Avenue (Van Buren St to Bonnie Dundee Rd) - \$59,900; TOTAL	Create a Well-Known, Livable, Walkable Community
Capital	Demolition of 4 N. Van Buren	Critical	\$ 26,000	Staff is requesting approval of a project to demolish the residential buildings at 4 N. Van Buren Street.	Economic Development
Downtown TIF	Demolition of 2 N. Van Buren	Critical	\$ 24,000	Staff is requesting approval of a project to demolish the residential buildings at 2 N. Van Buren Street.	Economic Development
DT & Dun. Crossings BDD	Depot Siding/Trim Repairs	Recommended	\$ 7,500	Public Works is requesting approval of a project to repair areas of exterior siding and trim on the Depot that are in deteriorated condition.	Sustainable Infrastructure and IT
DT & Dun. Crossings BDD	Depot Bathroom Renovation	Recommended	\$ 120,000	Staff is requesting approval of a project to renovate two existing bathrooms and add one bathroom - all inside the Depot.	Sustainable Infrastructure and IT
DT & Dun. Crossings BDD	Depot Lawn Irrigation System	Recommended	\$ 30,000	This project would involve installing a system that would water all turf grass areas at the Depot complex. PAn irrigation system would also allow staff to perform other more complex and skilled Public Works related tasks.	Create a Well-Known, Livable, Walkable Community
Capital	Comprehensive & Strategic Plan	Critical	\$ 40,000	The Village is seeking to develop a new strategic plan and a ground-up comprehensive land use plan to identify long-term vision and set organizational purpose and direction through the inclusion of public & stakeholder input and participation in the form of hearings and surveys.	Economic Development

Fund	Description	Priority	Budget	Comments	Strategic Planning Goals
General Fund	Two FT Officers	Recommended	\$ 145,000	The Police Department is requesting to phase out part time police officers and transition to a regular full-time compliment of sworn personnel. (The original request is for two new officers. One officer is budgeted in FY2024).	Sustainable Service Delivery through Staff Support and Development
General Fund	William Bartels Park Expansion	Recommended	\$ 10,000	During the ongoing Riverfront master Plan study, one concept that has been suggested is to vacate the segment of Water Street (entire right-of-way) between Barrington Ave and 2 <sup>nd</sup> Street which would allow Bartels Park to be expanded and join with the riverfront. This recommendation will initiate the design/concept phase for pursuing this park expansion.	Create a Well-Known, Livable, Walkable Community
General Fund	BEDC Training	Recommended	\$ 600	The Basic Economic Development Course will help build staff knowledge and training in economic development and redevelopment for the Village.	Sustainable Service Delivery through Staff Support and Development
General Fund	Human Resource Information System (HRIS)	Recommended	\$ 4,832	This system will allow for an electronic application process for new job postings and the electronic management of employee's personnel files. Staff is requesting approval of a project to paint the interior of the raw lift station, both upper and lower levels, which is located at the wastewater treatment plant.	Sustainable Infrastructure and IT
Water & Sewer	Raw Lift Station - Interior Painting	Recommended	\$ 16,000	Public Works is requesting approval of a project to paint the interior of the well house at well no. 3.	Sustainable Infrastructure and IT
Water & Sewer	Well 3 - Interior Painting	Recommended	\$ 11,000	Staff is requesting approval for the purchase of a sludge pump, also referred to as a progressive cavity pump, that will replace one of three pumps.	Sustainable Infrastructure and IT
Water & Sewer	Sludge Pump Replacement	Critical	\$ 10,000	Public Works is requesting approval to purchase and replace one WAS pump located in the RAS/WAS well at the wastewater treatment plant. The photos show the well and well house.	Sustainable Infrastructure and IT
Water & Sewer	Waste-Activated Sludge (WAS) Pump Replacement	Critical	\$ 16,000	There are approximately 400 active lead water services in East Dundee. Until more of a formal program is established, staff recommends allocating \$50,000 annually during each of the next several years to assist property owners who wish to initiate replacement of the lead services. Beginning in 2027, the Village will be required to replace a certain number of services annually – as required by the IEPA.	Sustainable Infrastructure and IT
Water & Sewer	Lead Service Line Replacement	Critical	\$ 50,000	Public Works is requesting approval to complete the 3rd year of a 3-year program to exercise all valves in the Village's water distribution system.	Sustainable Infrastructure and IT
Water & Sewer	Valve Exercising Program	Critical	\$ 14,000	Public Works is requesting approval to continue replacing two water distribution system valves annually.	Sustainable Infrastructure and IT
Water & Sewer	Water Valve Replacements	Critical	\$ 20,000	In 2023, a Village consultant and contractor completed the first two phases of an Inflow & Infiltration Study of a section of the Village's sanitary sewer system. The Study was focused on the downtown area and Flats neighborhood. Included in the report of the first two phases will be a recommendation to rehabilitate manholes - \$30,000 each for 2024 and 2025.	Sustainable Infrastructure and IT
Water & Sewer	Inflow & Infiltration Study	Critical	\$ 42,500	A water and sewer rate study evaluates the financial planning implications of the funding requirements for the water and sewer utilities and proposes rates to adequately cover operating and capital improvement costs for these utilities and maintain a fund balance for the Water & Sewer Fund.	Financial Stability and Sustainability
Water & Sewer	Water & Sewer Rate Study	Recommended	\$ 35,000	On January 1, 2022, the Illinois Lead Service Replacement and Notification Act went into effect that is designed to require the replacement of all lead service lines (LSL) in the state of Illinois. A final version of the plan is due to the IEPA in 2027.	Sustainable Infrastructure and IT
Water & Sewer	Lead Service Line Replacement Plan	Critical	\$ 17,500	Staff is requesting approval of two projects to maintain and improve the operating system of the two oxidation ditches at the wastewater treatment plant: 1) replace Gearbox and Motor (3rd of 8 gearbox/motor assemblies); and 2) replace shaft and bearings (1st of 4 shaft/bearing assemblies).	Sustainable Infrastructure and IT
Water & Sewer	Oxidation Ditch Projects	Critical	\$ 57,000	Staff is recommending upgrading the second, smaller pump inside the wet well of the lift station. This pump will also be equipped with a VFD and have a capacity of 1,250 gallons per minute (compared to 350 gpm for the current pump). A new pump was installed in 2022.	Sustainable Infrastructure and IT
Water & Sewer	Hill Street Lift Station Pump Replacement	Recommended	\$ 20,000		

Fund	Description	Priority	Budget	Comments	Strategic Planning Goals
Water & Sewer	Clarifier Rotating Assembly - Recondition	Recommended	\$ 17,500	Staff is requesting approval to initiate a 4-year program to recondition (sandblast, repaint and perform any necessary rehabilitation) the rotating assemblies of the four clarifiers at the wastewater treatment plant.	Sustainable Infrastructure and IT
TOTAL BUDGETED INITIATIVES AND PROJECTS			\$ 1,943,777		





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Village Hall Improvements
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	Downtown TIF
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-15-5948

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$50,000.00						\$50,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes	2022 - 2023	\$242,890.00

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval of a project involving the replacement of three exterior doors at the Village Hall, along with one pedestrian door to the Police Garage, buildout of the front counter at the Village Hall, and buildout of the rear office area at the Village Hall (Building Inspector).
---

#### Picture(s) of Project/Item





**Project Justification** *(Please explain why this project or purchase is needed.)*

The three exterior doors at the Village Hall and the exterior metal door to the Police garage will be equipped with electric strikes for a keyless entry system - \$30,000. The front door to the Village Hall will be ADA compliant. The front counter buildout (\$5,000) will replace the existing doorway with a counter that is ADA compliant and glass window with openings for transactions. The rear office buildout (\$15,000), accommodating the Building Inspector, will involve the relocation of an interior wall and installation of interior door(s).

**Project Update** *(Please provide all details the history of this project or purchase.)*

The Village is continuing to renovate the interior of the Village Hall.

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

Delay this project until CY2025.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Purchase of 2025 International Dump Truck (previously approved in FY 23)
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-5930

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$216,345.00						\$216,345.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Disposal (via of public auction) of #33 - \$7,500 (01-09-4905)
--

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

On October 17, 2022, the Village Board approved the purchase of a 2025 International HV607 dump truck from Rush Truck Center. The new truck will replace a 2005 International dump truck (unit #33) which will be auctioned subsequent to delivery of the new unit.
---

#### Picture(s) of Project/Item



**Project Justification**

Due to the operational needs of the department, PW is looking to reduce the number of heavy duty dump trucks in the fleet from three to two and downsize one heavy-duty dump truck to a medium-duty dump truck. Due to the age of vehicle #33 (2005), along with its mechanical condition and ongoing repair and maintenance costs, it is having exceeded its useful life expectancy. With regards to vehicle #35 (2015), the truck's v-box dump body (with a conveyor belt system) has been seldom utilized and the wing plow attachments have never been utilized. This truck has also required an extraordinarily high level of maintenance and repairs for a truck of this age.

**Project Update**

Dump truck has been ordered. Delivery of the new dump truck is expected during the spring/summer of 2024.

**Project Alternative**

N/A



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Purchase of Ford F-150 (Supt of Operations)
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-5930

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$45,000.00						\$45,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting to purchase a Ford F-150 pickup truck that would be used primarily by the Superintendent of Operations. The Supt currently drives a 2010 Ford F-250 that is equipped with a snowplow and bed cap. With the purchase of a new Ford F-150, the 2010 pickup truck (unit #20) would be transferred to operations. The 2010 truck has approximately 3 years of useful life remaining. The new Ford F-150 would ideally be equipped with an extended cab (interior storage only), short bed (6'), 4x4, and a towing package.
---

#### Picture(s) of Project/Item



**Project Justification**

Moving truck #20 (2010 F-250) to operations would provide an additional pickup truck size vehicle for snow/ice control operations on narrower two-lane roads.
---

**Project Update**

N/A
-----

**Project Alternative**

The Superintendent would continue driving the 2010 F-250.
---



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Purchase of a Loader/backhoe combination unit
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	NA
<b>GL Account #(s):</b>	32-31-5940

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$148,000.00						\$148,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Disposal (via public auction) of the 2005 Caterpillar loader/backhoe - \$7,500 (01-09-4905)
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting to purchase a loader/backhoe combination unit to replace the 2005 Caterpillar loader/backhoe combination unit.
---

#### Picture(s) of Project/Item





**Project Justification**

The 2005 unit has far exceeded its useful life and has required extensive mechanical repairs in recent years. Although the unit is currently safe to operate, there is extensive rust throughout the unit (see photos below) and it is only a matter of time before the unit will need additional mechanical repairs. This unit is a workhorse and essential to Public Works' operations as it loads various materials (stone, salt, soil, mulch, concrete, asphalt, etc.). It is also used for underground excavations associated with the water distribution system (main break repairs, etc.) and the sanitary and storm sewer systems. The unit is also used during storm damage cleanup, lifting/moving/placement of heavy loads/items, and snow removal when necessary.

**Project Update**

N/A

**Project Alternative**

Continue using the 2005 loader/backhoe and/or rent a newer unit as needed or when the 2005 is in for repairs.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Lakewood Resurfacing Project
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-5950

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$75,000.00						\$75,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

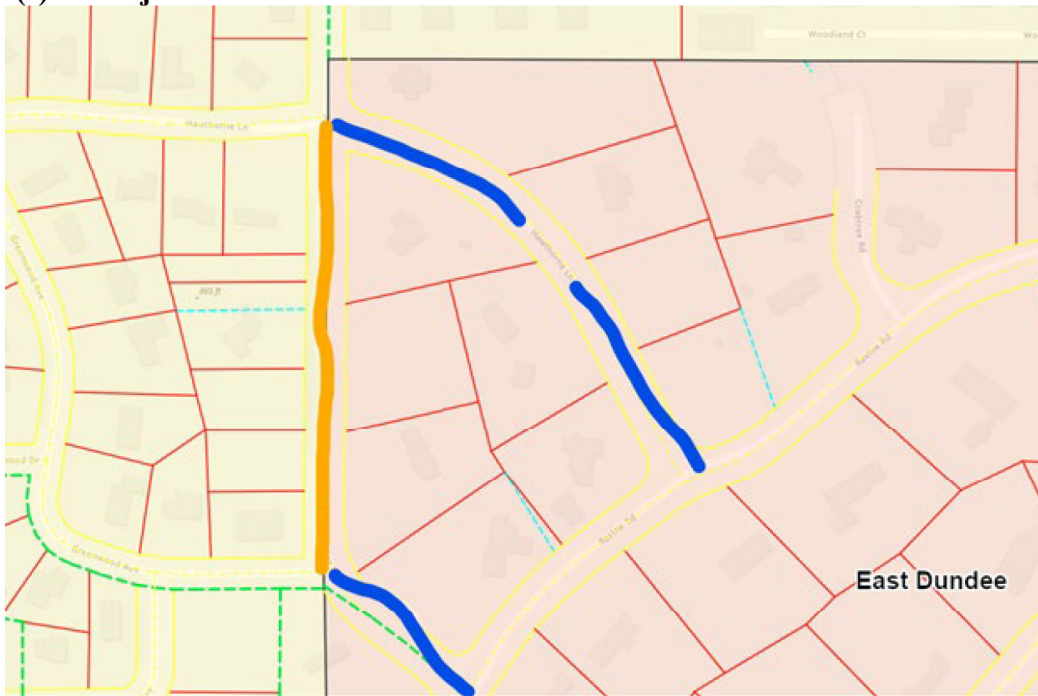
Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Village of Carpentersville is coordinating a project to resurface (grind and overlay) a section of Oak Ridge Road, between Greenwood Ave and Hawthorne Lane. This section of road is divided equally between the two communities (down the center line of the road). Carpentersville is planning to include this project in their 2024 SIP and has asked East Dundee to share in the cost of this resurfacing project - East Dundee's 50% share is approximately \$15,000. Two adjacent roads that are entirely within East Dundee are in poor condition and need to be prioritized for resurfacing: 1) Hawthorne Ave between Ravine Road and Oak Ridge Road; and 2) Oak Ridge Road between Ravine Road and Greenwood Ave. Staff recommends pursuing a contractual agreement with the awardee of Carpentersville's SIP to perform this work. The estimated costs to resurface these roads (grind and overlay) are \$41,000 and \$19,000.



**Picture(s) of Project/Item**



**Project Justification**

Orange line – Oak Ridge, 50/50 Split with Carpentersville; Blue lines – Hawthorne and Oak Ridge, and 100% East Dundee.

**Project Update**

N/A

**Project Alternative**

Continue pavement patching to prevent further deterioration.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Riverfront Improvements & Beautification
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	Downtown TIF
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-5955

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029- 2033	Total
\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00		\$750,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Continual project as recommended by the Riverfront strategic plan.
--

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	2023	\$50,000

#### Project Description

The Hitchcock Design Group is currently working on a Riverfront Master Plan that is intended to enhance the recreational function, river ecology, cultural importance, and stewardship of the Fox River in East Dundee. More specifically, HDG will develop a compelling vision for approximately 1-mile of the Fox River from Williams Place, north to Lincoln Street, building upon the natural beauty of the Fox River while evaluating recreational opportunities, public access, and connections to the downtown. Staff is proposing an initial annual expenditure of \$150,000 to meet as many of the objectives as possible in the study - which will be completed later in 2023. Annual costs are likely to increase as a result of the recommendations presented in the Master Plan.
---

**Picture(s) of Project/Item**



**Project Justification**

The Village seeks to beautify and enhance the usability of the Village's portion of the Riverfront.

**Project Update**

The Village began working with Hitchcock Design Group in SY2023 to develop a Riverfront Master Plan.

**Project Alternative**

N/A



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Lions Park Stormwater Project
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	Grant
<b>Notes on Funding Source:</b>	Village pursuing a grant through FEMA/IEMA
<b>GL Account #(s):</b>	32-31-5965

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$50,000.00	\$635,000.00	\$0.00				\$685,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Engineering: \$50,000 Village 25% = \$12,500 FEMA = \$37,500  Construction: \$635,000 Village 25% = \$158,750 FEMA funds (through IEMA) = \$476,250
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting approval to initiate engineering for the Lions Park Stormwater Project. This proposed project would construct a storm water detention facility along with infiltration trenches and drywells in Lions Park. Reference map below.
---

**Picture(s) of Project/Item**



**Project Justification**

This will help alleviate flooding in the floodplain in the Lions Park area. Engineering for this project would begin in 2024. If FEMA grants funds become available, as anticipated, construction would be programmed for 2025. IEMA informed the Village that it has advanced one step in the grant application process and established a deadline of 10/1/23 to submit a sub-application.

**Project Update**

N/A

**Project Alternative**

N/A





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Street Improvement Program
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	MFT
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-6090

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$575,000.0 0	\$585,000.0 0	\$595,000.0 0	\$605,000.0 0	\$615,000.0 0	\$625,000.0 0	\$3,600,000.0 0

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Annual program. \$500,000 resurfacing, \$25,000 patching, \$50,000 engineering.
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	Annual	

#### Project Description

Staff is requesting that the Village implement an annual Street Improvement Program involving the resurfacing/reconstruction of Village streets along with \$25,000 annually that is dedicated to pavement patching.
--

#### Project Justification

Staff, along with engineering consultants, will oversee and perform road condition rating surveys to determine which roads are prioritized for resurfacing each year. The annual program that is recommended above will establish close to a 20-year replacement cycle for resurfacing/reconstructing Village roads. In other words, under that schedule, Village roads will be replaced approximately every 20 years. Replacement schedules longer than 20 years are not recommended as asphalt roads are typically in need of replacement closer to 15 years. The following streets are proposed for resurfacing in 2024: Albert Drive (IL Rt. 25 to Castle Ave) - \$59,400; Ashland Avenue (Edwards Ave to Kenilworth Ave) - \$63,100; Council Hill (Bonnie Dundee Rd to Terminus) - \$111,100; Crabtree Road (Ravine Rd to Terminus) - \$25,300; Edwards Avenue (Van Buren St to Ashland Ave) - \$34,900; Richardson Road (IL Rt. 25 to Terminus) - \$29,400; Roslyn Road (Van Buren St to Summit Ave) - \$61,500; Springcrest Road (Barrington Ave to Roslyn Rd) - \$55,400; Wilmette Avenue (Van Buren St to Bonnie Dundee Rd) - \$59,900; TOTAL \$500,00
---

**Project Update**

N/A
-----

**Project Alternative**

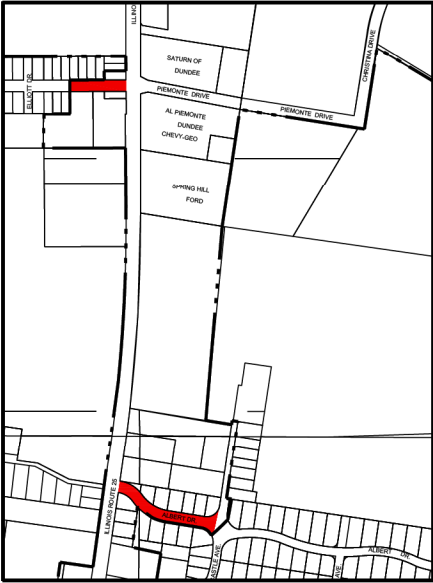
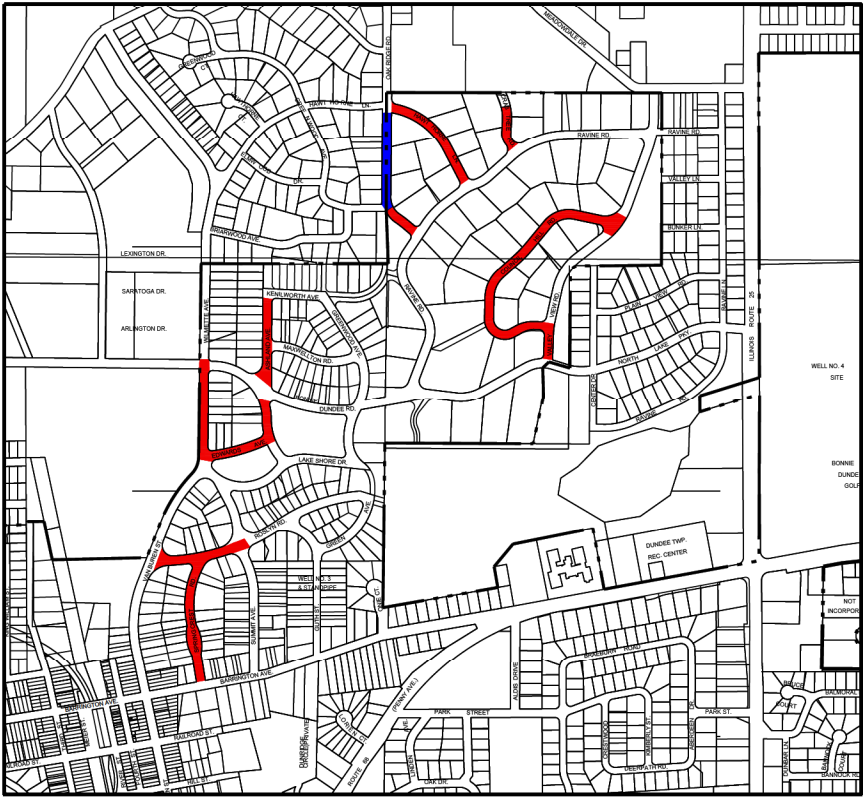
Roads in need of improvement will require extensive pavement patching.
--

# 2024 STREET IMPROVEMENT PROJECT MAP



MAP LEGEND

- PROPOSED 2024 STREET IMPROVEMENT
- PROPOSED 2024 SIP (SHARED COST W/CVILLE)
- EAST DUNDEE CORPORATE LIMITS







## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Demolition of 2 & 4 N. Van Buren
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Economic Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Downtown TIF
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-32-5950

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$50,000.00						\$50,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

The demolition of the two homes will be funded by the Downtown TIF (\$24,000) and Capital Projects Fund (\$26,000).

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval of a project to demolish the residential buildings at 2 and 4 N. Van Buren Street.

**Picture(s) of Project/Item**



**Project Justification** *(Please explain why this project or purchase is needed.)*

In 2023, the Village purchased the two properties at 2 and 4 N. Van Buren Street. Each property contains a vacant house that staff is seeking to demolish in 2024. The demolition of the two houses will create redevelopment opportunities for each property.

**Project Update** *(Please provide all details the history of this project or purchase.)*

N/A

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

N/A



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Depot Siding/Trim Repairs
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	Downtown & Dundee Crossings BDD
<b>Notes on Funding Source:</b>	<a href="#">Click or tap here to enter text.</a>
<b>GL Account #(s):</b>	01-31-5196

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$7,500.00						\$7,500.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Public Works is requesting approval of a project to repair areas of exterior siding and trim on the Depot that are in deteriorated condition.
---

**Picture(s) of Project/Item**



**Project Justification** *(Please explain why this project or purchase is needed.)*

Several years ago, the Village President (Village Trustee at that time) voluntarily repaired some of the exterior siding and trim and painted the entire exterior. Some of the areas that were repaired are starting to fail and in need of repair. The exterior of the building may also require touch-up painting.

**Project Update** *(Please provide all details the history of this project or purchase.)*

N/A

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

The alternative is to replace siding on the entire building.





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Depot Bathroom Renovation
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Downtown & Dundee Crossings BDD
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	34-01-5945

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$120,000.00						\$120,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

In SY 23, \$75,000 was appropriated for this project. One proposal came in much higher at approximately \$160,000.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval of a project to renovate two existing bathrooms and add one bathroom – all inside the Depot.

#### Picture(s) of Project/Item



**Project Justification**

This project would involve replacing and relocating the existing entryways to the men's and women's bathrooms - each bathroom would open directly outdoors. The project also involves converting an existing storage room to a bathroom on the interior of the Depot. The photos show the inside of the men's bathroom and the storage space that will be converted to a bathroom.

**Project Update**

Project was budgeted in SY2023. Due to expectantly high proposals, staff has decided to include in CY2024's budget.

**Project Alternative**

Install portable toilets near the Depot area with a washing station in the summer months or delay the project until the cost of construction is more aligned with original budget.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Depot Lawn Irrigation System
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Downtown & Dundee Crossings BDD
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	34-01-5945

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$30,000.00						\$30,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Routine maintenance may be needed to ensure equipment is operating at optimal levels. Costs to be determined.

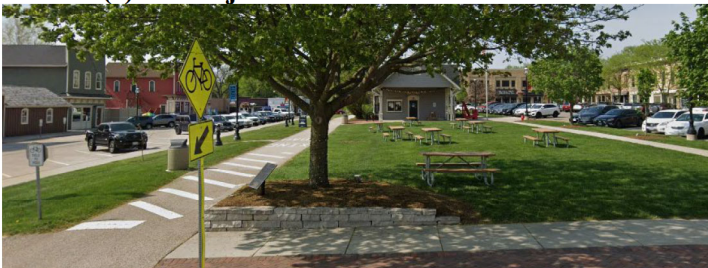
#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting approval of a project to install a lawn irrigation system at the Depot - both north and south lawns and the east and west parkways.

#### Picture(s) of Project/Item



#### Project Justification

Healthy grass lawn areas around the Depot are essential during the spring, summer and fall seasons – and the activity those areas experience during special events and those visiting and enjoying the downtown area. This project would involve installing a system that would water all turf grass areas at the Depot complex. Public Works staff dedicated a substantial amount of time watering the lawn areas in 2023. An irrigation system would more effectively water the entire grass/lawn areas compared to Public Works staff manually setting up hoses and sprinklers.



An irrigation system would also allow staff to perform other more complex and skilled Public Works related tasks.
---

**Project Update**

N/A
-----

**Project Alternative**

Public Works staff would continue watering manually.
--



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Comprehensive & Strategic Plan
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Economic Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	General Fund
<b>Notes on Funding Source:</b>	Cost could be shared among all Funds
<b>GL Account #(s):</b>	32-12-5290

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$40,000.00						\$40,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Village is seeking to develop a new strategic plan and a ground-up comprehensive land use plan to identify long-term vision and set organizational purpose and direction through the inclusion of public & stakeholder input and participation in the form of hearings and surveys.
---

#### Project Justification

The new plans will provide strategic direction for the Board, Commissions, and staff for the next five years. This will help to facilitate budgeting and direction related to economic development.
---

#### Project Update

Previous Strategic Plan was adopted in 2019 and the Comprehensive Plan dates back to 2012.
--

#### Project Alternative

N/A
-----



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Two Additional Full Time Officers
<b>Department:</b>	Police
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	01-21-5011 and related personnel GL accounts

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$245,000.00	\$260,475.00	\$281,000.00	\$303,450.00	\$328,000.00	\$1,812,500.00	\$3,230,425.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Adding two full time sworn officers creates a 14% increase in full time staffing cost, but also reduces training, uniforms, liability, and body camera licensing costs.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Police Department is requesting to phase out part time police officers and transition to a regular full-time compliment of sworn personnel. The intent would be to phase out all part time sworn officers except for our accreditation manager and one part time officer who is a licensed clinical psychologist that we can begin to offer psychological services to our residents at a very low cost to entry.

#### Project Justification

The Police Department had increased staffing to 15 FT sworn as of January 2023. Our current PT complement of 5 officers includes one who was hired as our accreditation manager but can go on the street in an emergency. PT officers work very limited hours due to their availability and some have full-time responsibilities. Over the last six months, they worked a total of 794 hours combined, not even coming close to one FTE. It is increasingly difficult to recruit and retain PT officers with the changes in the Safe-T Act as well as the required mandatory training for certified police officers. The cost of maintaining a PT officer is not appreciably different other than pension and health insurance. All other costs related to uniforms, equipment, training, BWC remain. The department's OT costs have increased because of the reduced hours PT officers are available or the desire to work. Collective bargaining rules also limit our ability to

staff part-time officers to help with OT costs even if we had enough willing part time officers. There were specific PT officers in the past that took up the bulk of hours concealing the shortage that has existed of the FT compliment. Those officers have since retired for the second time and the current state of our profession is such that officers that were once interested in a post career part time position are leaving the profession all together. Due to training and certification requirements, it is nearly impossible to direct hire part-time officers and send them to the Academy. The department has also experienced a significant increase in calls for service and in-progress major incidents putting us on par with our neighboring communities who have much larger FT staffs and have phased out PT sworn. The Village is in a position to reevaluate the current police staffing model in order to provide adequate police protection for the community and the increase in establishments in the central business district, the eastern business park. The potential of our eastern boarder moving a mile east is also a very real concern to maintain officer and public safety as well.

**Project Update**

N/A

**Project Alternative**

Continue current staffing levels as they are.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	William Bartels Park Expansion
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	Downtown & Dundee Crossings BDD
<b>Notes on Funding Source:</b>	May use the Downtown TIF as well
<b>GL Account #(s):</b>	Click or tap here to enter text.

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$10,000.00						\$10,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

The Village will likely pursue grant funds through the Open Space Lands Acquisition and Development (OSLAD) Program which is a state-financed grant program that provides funding assistance to local government agencies for acquisition and/or development of land for public parks and open space.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval of engineering services for the possible expansion of William Bartels Park to the Fox River.



**Picture(s) of Project/Item**



**Project Justification** *(Please explain why this project or purchase is needed.)*

During the ongoing Riverfront master Plan study, one concept that has been suggested is to vacate the segment of Water Street (entire right-of-way) between Barrington Ave and 2<sup>nd</sup> Street which would allow Bartels Park to be expanded and join with the riverfront. This recommendation will initiate the design/concept phase for pursuing this park expansion.

**Project Update** *(Please provide all details the history of this project or purchase.)*

Staff is meeting with the Dundee Township Park District in the coming weeks to discuss the feasibility of this project.

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

Do not conduct engineering for this park.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	BEDC Training
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	01-12-5430

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$600.00						\$600.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Basic Economic Development Course in Naperville, IL - <a href="https://bedcillinois.com/curriculum-fees-schedule/">https://bedcillinois.com/curriculum-fees-schedule/</a>
---

#### Project Justification

This course will help build staff knowledge and training in economic development and redevelopment for the Village. As we are a lean organization, a bulk of the Assistant Village Administrator's duties include economic and community development. The Assistant Village Administrator needs to sharpen those skills to better the Village as we face retirements in the Building Department in the next couple of years.
--

#### Project Update

N/A
-----

#### Project Alternative

Take this training course in 2025.
------------------------------------





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Human Resource Information System (HRIS)
<b>Department:</b>	Finance
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	01-14-5286

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$5,000.00	\$5,200.00	\$5,200.00	\$5,300.00	\$5,400.00	\$27,000.00	\$53,100.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Recurring expense.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

ApplicantPro is a customizable Human Resource Information System that allows an applicant to apply electronically to any job openings the Village may have. The system allows for tracking of the hiring process, background checks, onboarding, and a streamlined location for electronic management of personnel files.

#### Project Justification *(Please explain why this project or purchase is needed.)*

Implementing this software will allow for a streamlined approach to the hiring process, allow for electronic management of personnel files and provide for an easy onboarding experience for new hires.

#### Project Update *(Please provide all details the history of this project or purchase.)*

N/A

#### Project Alternative *(If this project or purchase is not made, what are the alternative solutions?)*

Continue hiring process as is.





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

**Project/Item Name:** Raw lift station – Interior painting  
**Department:** Water & Sewer  
**Strategic Priority Area:** Sustainable Infrastructure and IT  
**Priority:** Recommended  
**Primary Funding Source:** Water & Sewer  
**Secondary Funding Source:** Capital  
**Notes on Funding Source:** N/A  
**GL Account #(s):** 60-33-5110

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$16,000.00						\$16,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval of a project to paint the interior of the raw lift station, both upper and lower levels, which is located at the wastewater treatment plant.

#### Picture(s) of Project/Item



**Project Justification**

The interior of the raw lift station, both upper and lower levels, needs to be repainted as the existing paint is peeling and also stained from the roof and other water leaks. Staff does not know when the last time it was painted - appears to be many years ago.
---

**Project Update**

N/A
-----

**Project Alternative**

There is no alternative for this project.
---



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Well 3 – Interior Painting
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5110

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$11,000.00						\$11,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting approval of a project to paint the interior of the well house at well no. 3.

#### Picture(s) of Project/Item



**Project Justification**

The interior of the well house at well no. 3 needs to be repainted. Staff does not know when the last time it was painted - appears to be many years ago.
---

**Project Update**

N/A
-----

**Project Alternative**

Delay project until CY2025.
-----------------------------





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Sludge Pump Replacement
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5111

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$10,000.00	\$11,000.00	\$5,000.00				\$26,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval for the purchase of a sludge pump, also referred to as a progressive cavity pump, that will replace one of three pumps.
--

#### Picture(s) of Project/Item





**Project Justification** *(Please explain why this project or purchase is needed.)*

There are three sludge pumps located at the wastewater treatment plant. These pumps pump sludge from from the sludge holding tank to the sludge thickener and also from the digesters to the sludge holding tank. In 2024 and 2025, staff proposes to replace one of the pumps in each year (#s 902 and 903). In 2026, staff will replace the rotor and stater for pump #901 which was rebuilt approximately three years ago.

**Project Update** *(Please provide all details the history of this project or purchase.)*

N/A

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

The only alternative is to wait until the pump fails and replace at that time. Lead times on pumps can be several months.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Waste-Activated Sludge (WAS) Pump Replacement
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5131

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$16,000.00						\$16,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Public Works is requesting approval to purchase and replace one WAS pump located in the RAS/WAS well at the wastewater treatment plant. The photos show the well and well house.
--

**Picture(s) of Project/Item**



**Project Justification** *(Please explain why this project or purchase is needed.)*

There are a total of four pumps inside the RAS/WAS well that operate on a daily basis - 3 are return-activated sludge (RAS) pumps and one is a WAS pump. The three RAS pumps have been replaced in recent years. The existing WAS pump was installed in 1996 and pumps scum from the surface of the clarifiers to the aerobic digesters and also pumps sludge from the RAS/WAS well to the aerobic digesters.

**Project Update** *(Please provide all details the history of this project or purchase.)*

N/A

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

The only alternative is to wait until the pump fails and replace at that time. Lead times on pumps can be several months.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Lead Service Line Replacements
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Grant
<b>Notes on Funding Source:</b>	Staff will seek grant funding.
<b>GL Account #(s):</b>	60-33-5140

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$50,000.0 0	\$50,000.0 0	\$50,000.0 0	\$250,000.0 0	\$250,000.0 0	\$3,500,000.0 0	\$4,150,000.0 0

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

This will be an ongoing annual project.

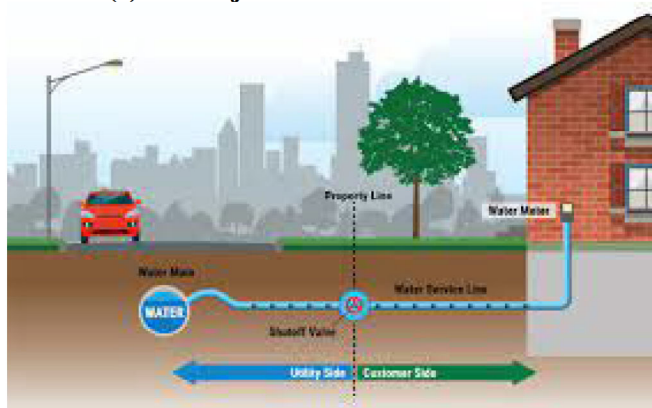
#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No		

#### Project Description

Staff is requesting approval of funding for a program that will initiate the replacement of water lead services in the Village.

#### Picture(s) of Project/Item



#### Project Justification

Staff estimates that there are approximately 400 active lead water services in East Dundee. Staff will develop recommendations for a program to replace lead services with copper services and



present to the Village Board for discussion at an upcoming Village board meeting. In the interim, and until more of a formal program is established, staff recommends allocating \$50,000 annually during each of the next several years to assist property owners who wish to initiate replacement of the lead services. The Village's responsibility, which is consistent with recent past practice, is to incur costs associated with replacing the lead service from the water main up to and including the b-box. Beginning in 2027, the Village will be required to replace a certain number of services annually – as required by the IEPA.

**Project Update**

N/A

**Project Alternative**

There are no alternatives to this project as the IEPA has implemented reporting and replacement requirements starting in 2027 - and after.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Valve Exercising Program
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5140

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$14,000.00	\$9,500.00	\$9,500.00	\$10,500.00	\$10,500.00	\$11,000.00	\$65,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

This is a recurring expense.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	2023	\$21,845

#### Project Description

Public Works is requesting approval to complete the 3rd year of a 3-year program to exercise all valves in the Village's water distribution system.

#### Picture(s) of Project/Item



**Project Justification**

There are approximately 400 valves in the Village's water distribution system. For this phased project, the valve system was divided into 3 sections - one section of valves was exercised each in FY 23 and SY 23. After FY 24, staff will recommend switching to a 4-year valve exercising program.

**Project Update**

N/A

**Project Alternative**

There is no alternative to this program.





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Water Valve Replacements
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5140

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$100,000.00	\$200,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Recurring annual expense in the Water & Sewer Fund.
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	Annual	

#### Project Description

Public Works is requesting approval to continue replacing two water distribution system valves annually.
--

#### Picture(s) of Project/Item



**Project Justification**

The annual valve exercising program identifies valves that are inoperable, or in poor operating condition, and need to be replaced. The program allows staff to replace two inoperable or poorly operating valves annually.

**Project Update**

N/A

**Project Alternative**

There is no alternative to this program.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Inflow & Infiltration Study – maintenance and repairs
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5220

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$42,500.00	\$42,500.00					\$85,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Public Works is requesting approval of a 2-year project to rehabilitate sanitary sewer manholes.
--

#### Project Justification *(Please explain why this project or purchase is needed.)*

<p>In 2023, a Village consultant and contractor completed the first two phases of an Inflow &amp; Infiltration Study of a section of the Village's sanitary sewer system. The Study was focused on the downtown area and Flats neighborhood. Included in the report of the first two phases will be a recommendation to rehabilitate manholes - \$30,000 each for 2024 and 2025. It is not know yet how many, or which ones. This is a recommendation to allocate funds for manhole rehabilitation in 2024 and 2025.</p> <p>Also included in this initiative is \$25,000 for dye testing of the storm and sanitary sewer systems as several storm manholes smoked during smoke testing - \$12,500 each for 2024 and 2025. A closed sanitary sewer system would have resulted in no smoke entering the storm sewer system. Therefore it is possible that sewage from the sanitary sewer system is illegally finding a pathway into the storm sewer system.</p>
---

#### Project Update *(Please provide all details the history of this project or purchase.)*

N/A
-----

**Project Alternative** (*If this project or purchase is not made, what are the alternative solutions?*)

There is no alternative to this program.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Water & Sewer Rate Study
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Financial Stability and Sustainability
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5220

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$35,000.00						\$35,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	2014	

#### Project Description

Staff requests approval to retain the services of a consulting firm to conduct a Water & Sewer Rate Study.
--

#### Project Justification

A water and sewer rate study evaluates the financial planning implications of the funding requirements for the water and sewer utilities and proposes rates to adequately cover operating and capital improvement costs for these utilities and maintain a fund balance for the Water & Sewer Fund.
---

#### Project Update

The Village worked with Trotter & Associates in 2014 to conduct a Water & Sewer Rate Study.
---

#### Project Alternative

N/A
-----



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Lead Service Line Replacement Plan
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5946

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$17,500.00	\$0.00					\$17,500.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval of an engineering services project involving the development of a lead service line replacement plan.
--

#### Project Justification *(Please explain why this project or purchase is needed.)*

On January 1, 2022, the Illinois Lead Service Replacement and Notification Act went into effect that is designed to require the replacement of all lead service lines (LSL) in the state of Illinois. The Act contains a series of compliance deadlines requiring submittals to the Illinois Environmental Protection Agency (IEPA) and notifications to the Illinois Department of Public Health (IDPH). One of these requirements is the development and submittal of a draft Lead Service Line Replacement Plan. A final version of the plan is due to the IEPA in 2027.
---

#### Project Update *(Please provide all details the history of this project or purchase.)*

N/A
-----

#### Project Alternative *(If this project or purchase is not made, what are the alternative solutions?)*

N/A
-----





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Oxidation Ditch Projects
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5946

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$57,000.00	\$57,000.00	\$59,000.00	\$59,000.00	\$59,000.00	\$40,000.00	\$331,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Recurring expense includes gearbox and shaft purchase and installation.
---

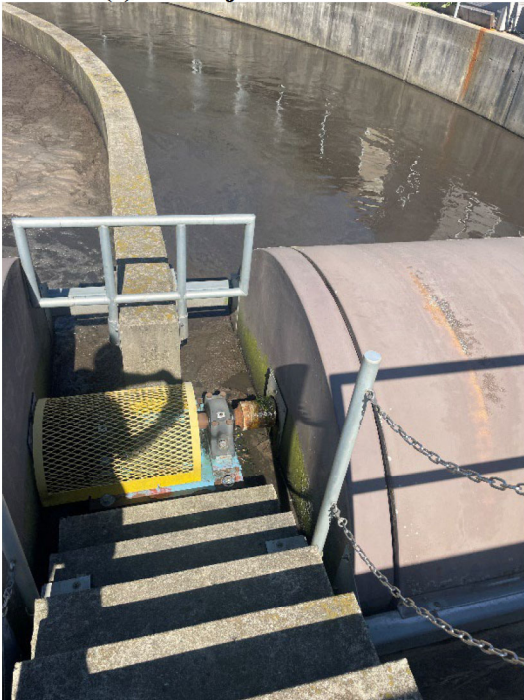
#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	Annual	

#### Project Description

Staff is requesting approval of two projects to maintain and improve the operating system of the two oxidation ditches at the wastewater treatment plant: 1) replace Gearbox and Motor (3rd of 8 gearbox/motor assemblies); and 2) replace shaft and bearings (1st of 4 shaft/bearing assemblies).
--

**Picture(s) of Project/Item**



**Project Justification**

The wastewater treatment plant's two oxidation ditches operate 24 hours per day, 7 days per week. The gearbox/motor assemblies and shaft/bearing assemblies are in need of a phased replacement during the coming years as these systems were installed around 1996 in the west ditch and 2005 in the east ditch. The first photo is of the shaft/bearings assembly and the second photo is of gearbox/motor assembly.

**Project Update**

N/A

**Project Alternative**

There is no alternative for this project.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Hill Street Lift Station Pump Replacement
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5952

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$20,000.00						\$20,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	2022	45024

#### Project Description

Staff is recommending upgrading the second, smaller pump inside the wet well of the lift station. This pump will also be equipped with a VFD and have a capacity of 1,250 gallons per minute (compared to 350 gpm for the current pump). The photo shows the pump that was installed in 2022.

#### Picture(s) of Project/Item



**Project Justification**

The purpose of the project was to install a pumping system that could more effectively and efficiently convey sewage through the lift station during period of substantial rain as significant volumes of stormwater (I&I - inflow and infiltration) enters the sanitary sewer system.
--

**Project Update**

In 2022, a project involving the purchase and replacement of one of the two pumps located inside the wet well of the lift station was completed. A larger capacity pump with a variable frequency drive (VFD) was installed along with modifications to the existing piping inside the lift station. The replacement pump was larger in capacity compared to the one it replaced.
---

**Project Alternative**

Delay project until CY2025.
-----------------------------



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form and save a copy prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Clarifier Rotating Assembly - Recondition
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5953

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$17,500.00	\$18,500.00	\$19,500.00	\$20,500.00			\$76,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description *(Please provide all details regarding this project or purchase.)*

Staff is requesting approval to initiate a 4-year program to recondition (sandblast, repaint and perform any necessary rehabilitation) the rotating assemblies of the four clarifiers at the wastewater treatment plant.
--



**Picture(s) of Project/Item**



**Project Justification** *(Please explain why this project or purchase is needed.)*

There are four clarifiers at the wastewater treatment plant. This proposed project will initiate a four-year program to recondition (sandblast/repaint/rehabilitate if necessary) each of the four rotating assemblies over the next four years. It is not known when the last time (if ever) that this work has been performed since their original installation. The rotating assemblies operate 24/7 in a wet/humid environment and this project will prevent further corrosion and prolong the life of each.

**Project Update** *(Please provide all details the history of this project or purchase.)*

N/A

**Project Alternative** *(If this project or purchase is not made, what are the alternative solutions?)*

There are no alternatives to this project.



CY 2024 BUDGET					
Deferred Initiatives and Projects					
Fund	Description	Priority	Budget	Comments	Strategic Planning Goals
Capital	Village Hall & Police Parking Lot Expansion	Recommended	\$ 80,000	Staff is requesting approval of a project to expand the Police parking lot to the west into (and including) the gravel lot currently adjacent to the Police Parking lot.	Sustainable Service Delivery through Staff Support and Development
Capital	Keyless Entry	Recommended	\$ 98,000	Keyless staff entry to all village-owned public facilities. This keyless fob system is already in place at the PD and we would like to expand this existing service Village-wide.	Sustainable Infrastructure and IT
Capital	Spongy Moth Aerial Treatment	Recommended	\$ 60,000	Hendrickson Flying Service to perform two aerial treatments of BTK (soil bacteria) for the purpose of eradicating spongy moth from the Village's urban forest.	Create a Well-Known, Livable, Walkable Community
Capital	Develop a Geographic Information System (GIS) Program	Recommended	\$ 85,000	Staff is requesting approval to develop a Geographic Information System (GIS) program that would be utilized across all operating departments in the Village. GIS is a computer system that consists of integrated computer hardware and software that stores, manages, analyzes, edit, output, and visualize geographic data.	Sustainable Service Delivery through Staff Support and Development
Cook County TIF	Heinz Drive Resurfacing & Extension	Recommended	\$ 995,000	Staff is requesting approval of a project to extend Heinz Drive, from Commonwealth Drive to Healy Road, and resurface Heinz Drive, from Rock Road Drive to Commonwealth Drive.	Economic Development
General Fund	Transition PT Records Clerk to FT	Recommended	\$ 65,778	The implementation of body worn cameras will increase FOIA and other requests handled by the administrative staff of the Police Department. Transitioning the part-time Records Clerk to a full-time position will enable the department to properly respond to these	Sustainable Service Delivery through Staff Support and Development
General Fund	Two FT Officers	Recommended	\$ 100,000	The Police Department is requesting to phase out part time police officers and transition to a regular full-time compliment of sworn personnel. (The original request is for two new officers. One officer is	Sustainable Service Delivery through Staff Support and Development
General Fund	Public Works Laborer	Recommended	\$ 70,800	An additional PW Laborer will enable the Department to be more proactive with Public Works related duties and reduce the need to outsource services and programs. Cost of new position will be split 50/50 in the General and Water/Sewer Funds.	Sustainable Service Delivery through Staff Support and Development
Water & Sewer	Wastewater Operator Position	Recommended	\$ 122,925	Hiring this position will assist in the preparation of transitioning from a contract service to an in-house person monitor and maintaining the Village's wastewater treatment plant. For a period of time, this person will be working with the current contractor to learn this system.	Sustainable Service Delivery through Staff Support and Development
Water & Sewer	IL 68 Water Tower Paint & Rehabilitation	Critical	\$ 863,000	Staff is requesting approval of a project to paint and rehabilitate the IL 68 water tower.	Sustainable Infrastructure and IT
Water & Sewer	Water Main Replacement Projects	Critical	\$ 594,000	Public Works is requesting approval to replace a segment of water main that has experienced numerous water main leaks/breaks in recent years. This section of water main is located on Van Buren, from Barrington Ave to Roslyn Rd.	Sustainable Infrastructure and IT
TOTAL DEFERRED INITIATIVES AND PROJECTS			\$ 3,134,503		



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Village Hall & Police Parking Lot Expansion
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	Downtown TIF
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-31-5954

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$80,000.00						\$80,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

N/A
-----

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval of a project to expand the Police parking lot to the west into (and including) the gravel lot currently adjacent to the Police Parking lot.
--

#### Picture(s) of Project/Item



**Project Justification**

This expanded parking lot will accommodate vehicle parking for all Village employees and also house the two dumpsters (recycling and refuse) that are currently stored in front of the special events garage. The new paved parking lot area will contain concrete curb around the perimeter and likely a storm drain. This project may also include converting some/all of the parking spaces located on the east side of the Village Hall to greenspace. The parking spaces on the west side of the Village Hall would become public parking for visitors of the Village Hall and the Police Department.

**Project Update**

N/A

**Project Alternative**

Delay project until CY2025.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Integrate Keyless Entry System Village-Wide
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	General Fund
<b>Notes on Funding Source:</b>	
<b>GL Account #(s):</b>	32-32-5230

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$98,000.00						\$98,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

\$98,000 upfront cost will be applicable for 5 years of service. This includes labor and hardware and licensing. At that time a software hardware / licensing renewal would be needed for the next 5 years thereafter and not labor; the company estimates this cost to be level.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes	5	

#### Project Description

Keyless staff entry to all village-owned public facilities. This keyless fob system is already in place at the PD and we would like to expand this existing service Village-wide.

#### Project Justification

Currently, the Village has multiple keys issued to staff that open multiple facilities such as Village Hall, the Depot, the Depot's garage near the PD, all of the PW facilities, plus the key fob for the PD. This has the potential to get lost and room for confusion after a while. It also prohibits management from understanding who has entered a building at any given location; which could be critical for security purposes. Also, if a key is lost, it now poses the security risk as an outside person may have access to critical village facilities. With a key fob system that is already in place at the PD, management has the option to assign entry levels to different staff depending on their role, and management also has the ability to restrict access to a certain key fob it is lost, enhancing security and minimizing risks.

#### Project Update

N/A

#### Project Alternative

Continue current key entry system.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	Spongy Moth Aerial Treatment
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Create a Well-Known, Livable, Walkable Community
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	32-32-5290

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$0.00	\$60,000.00					\$60,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

It is unclear if this will become a recurring expense as this unchartered territory.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
No	2023	\$52,400

#### Project Description

Public Work is requesting approval of a project involving the aerial treatment of the spongy moth caterpillar.

#### Project Justification

In 2023, the Village contracted Hendrickson Flying Service to perform two aerial treatments of BTK (soil bacteria) for the purpose of eradicating spongy moth from the Village's urban forest. Post-treatment traps were subsequently installed throughout the Village. Public Works staff collected 23 traps in mid-August and each trap contains moths. Trap counts ranged from 5 to 155 moths. The Illinois Department of Agriculture (IDOA) indicated that spongy moth activity in our region has been elevated this year. Staff have reached out to the IDOA to help determine what are the next steps towards eradicating the spongy moth from East Dundee. The IDOA concurs with staff's recommendation to trap again in 2024, evaluate spongy moth populations, and consider aerial treatment again in 2025.

#### Project Update

N/A

#### Project Alternative

The Village could hold off on spraying to develop a treatment plan that is inclusive of surrounding communities and the county.





## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Develop a Geographic Information Systems (GIS) Program
<b>Department:</b>	Administration
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Capital
<b>Secondary Funding Source:</b>	General Fund
<b>Notes on Funding Source:</b>	Cost may be shared between all Funds
<b>GL Account #(s):</b>	32-32-5948

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$85,000.00	\$75,000.00	\$75,000.00	\$80,000.00	\$80,000.00	\$425,000.00	\$820,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

This will be an annual program. Increases will be determined by the consortium.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval to develop a Geographic Information System (GIS) program that would be utilized across all operating departments in the Village. GIS is a computer system that consists of integrated computer hardware and software that stores, manages, analyzes, edit, output, and visualize geographic data. The Village has the opportunity to join the GIS consortium through Municipal GIS Partners (MGP). This consortium will enable the Village to have a dedicated person from MGP to be onsite managing our GIS on a bi-monthly basis. The Village also has the ability to utilize Baxter & Woodman as a consultant to build the Village's program or take an in-house approach to build the Village's GIS program.

#### Project Justification

A GIS program will enable the Village to better identify areas for improvement, manage resource allocation, identify patterns, and make more informed policy decisions. GIS can be used to identify potential development sites, record zoning regulations, assess the impact on traffic patterns, monitor construction sites for compliance with building codes and safety regulations, track progress of construction projects, track crime and code violations, and critical infrastructure locations.

#### Project Update

N/A



**Project Alternative**

Delay the implementation of this program.
---



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Heinz Drive Resurfacing & Extension
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Economic Development
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	North Cook County TIF
<b>Secondary Funding Source:</b>	Capital
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	47-01-5950

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$995,000.00						\$995,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Extension of Heinz Drive (Commonwealth to Healy): \$695,000

- Construction: \$586,000
- Engineering: \$109,000
- 50/50 split with ALamp, Village use TIF Funds for its 50% share?

Resurfacing of Heinz Drive (Rock Road Drive to Commonwealth): \$300,000

- Install new curb (where currently missing) and grind/overlay surface
- Construction: 264,500
- Engineering: 35,500

Installation of water, sanitary sewer, and storm sewer infrastructure could be bid with the aforementioned roadway improvements. ALamp would incur these costs.

The Village was unsuccessful in its efforts to solicit Cook County grants funds to assist with this project.

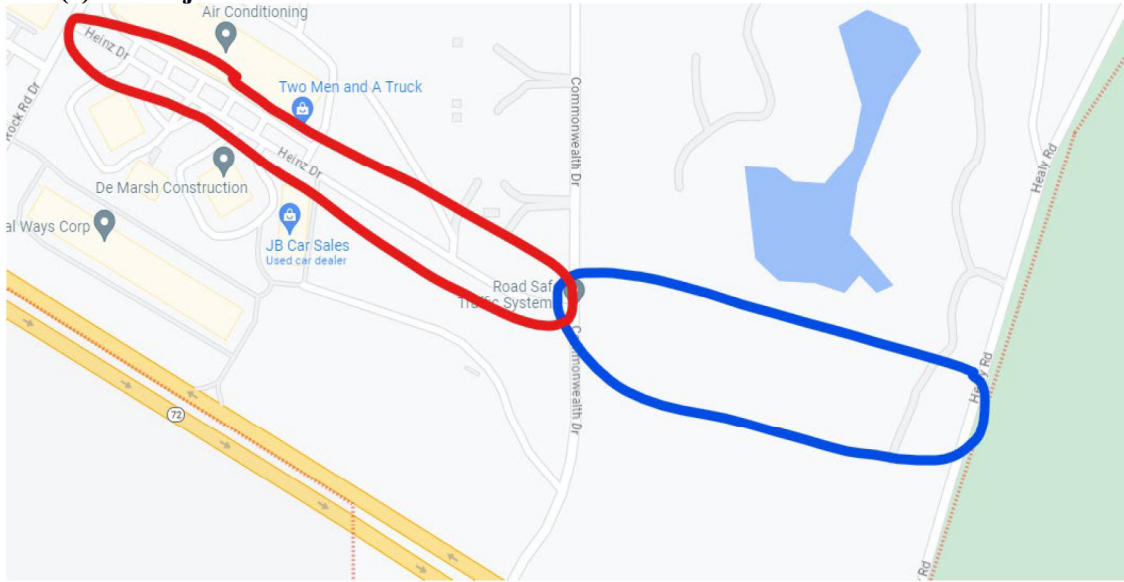
#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval of a project to extend Heinz Drive, from Commonwealth Drive to Healy Road, and resurface Heinz Drive, from Rock Road Drive to Commonwealth Drive.

**Picture(s) of Project/Item**



**Project Justification**

If so desired, and with the appropriate funding, the design engineering phase (development of final engineering plans and bid specifications) for this project could be completed in SY 23 – with bidding to occur during the upcoming winter season. In the above image, the red circle represents the resurfacing portion of the Heinz Drive, and the blue circle represents the extension of Heinz Drive.

**Project Update**

N/A

**Project Alternative**

Do not begin this project until CY2025.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Transition One 30 Hour Records Clerk to 35 Hour FT
<b>Department:</b>	Police
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	01-21-5011 and related personnel GL accounts

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$65,778.00	\$67,555.00	\$69,395.00	\$71,300.00	\$73,269.00	\$416,755.00	\$764,052.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

The current part time clerk works 30 hours per week and is an IMRF employee. The cost difference is for five additional hours per week (based on 35-hour work week) and Plus-1 insurance making the actual ten-year projection in 01-21-5015 a \$314,762 difference from the current budgeted amount of \$449,287.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes	Annually	\$38,100

#### Project Description

At present the Police Department is staffed with one full-time Lead Records Clerk working 35 hours per week and one part-time records clerk working 30 hours per week. The part time clerk is eligible for IMRF. This initiative would increase the department to one Lead Records Clerk and one Records Clerk.

#### Project Justification

Over the past year, we have come to realize that the workload in the Records Department has been steadily increasing. This is in part to the increase in police FOIA requests that must be handled within a statutory time frame. This issue will become increasingly challenging as the department places body worn cameras online Q4 of 2023. Many police departments have found that BWC FOIA alone creates a workload for one FTE by itself. The Kane County States Attorney also requires all video from an arrest, from the first encounter until the suspect is released. At present, sworn personnel are handling video evidence and facility video processing for the court as well as FOIA. This is an inefficient utilization of staffing resources, as sworn officers should be out in the community serving the public rather than making copies of videos. The Records Department is also the main front desk for the Police Department and also serves

as back up for Village Hall. Telephones will roll over from Village Hall to the PD when not answered. Since the Police Department is the main Village meeting space, the Police Department tries to maintain a reception presence on meeting nights as well to direct the public. Our Lead Records Clerk is also a long tenured employee with PTO that must be factored in as well. The current Part-Time Clerk will help to cover the full-time scheduling as well as daily lunch breaks. Our current part-time clerk is an experienced full-time clerk from a larger municipality and is eager to take on full time responsibilities.

**Project Update**

N/A

**Project Alternative**

Continue employee as a PT Records Clerk and examine the need to transition the role to FT once the Village has had an opportunity to analyze the impact of body cameras to the Department's workload.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Two Additional Full Time Officers
<b>Department:</b>	Police
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	General Fund
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	01-21-5011 and related personnel GL accounts

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$245,000.00	\$260,475.00	\$281,000.00	\$303,450.00	\$328,000.00	\$1,812,500.00	\$3,230,425.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Adding two full time sworn officers creates a 14% increase in full time staffing cost, but also reduces training, uniforms, liability, and body camera licensing costs.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Police Department is requesting to phase out part time police officers and transition to a regular full-time compliment of sworn personnel. The intent would be to phase out all part time sworn officers except for our accreditation manager and one part time officer who is a licensed clinical psychologist that we can begin to offer psychological services to our residents at a very low cost to entry.

#### Project Justification

The Police Department had increased staffing to 15 FT sworn as of January 2023. Our current PT complement of 5 officers includes one who was hired as our accreditation manager but can go on the street in an emergency. PT officers work very limited hours due to their availability and some have full-time responsibilities. Over the last six months, they worked a total of 794 hours combined, not even coming close to one FTE. It is increasingly difficult to recruit and retain PT officers with the changes in the Safe-T Act as well as the required mandatory training for certified police officers. The cost of maintaining a PT officer is not appreciably different other than pension and health insurance. All other costs related to uniforms, equipment, training, BWC remain. The department's OT costs have increased because of the reduced hours PT officers are available or the desire to work. Collective bargaining rules also limit our ability to



staff part-time officers to help with OT costs even if we had enough willing part time officers. There were specific PT officers in the past that took up the bulk of hours concealing the shortage that has existed of the FT compliment. Those officers have since retired for the second time and the current state of our profession is such that officers that were once interested in a post career part time position are leaving the profession all together. Due to training and certification requirements, it is nearly impossible to direct hire part-time officers and send them to the Academy. The department has also experienced a significant increase in calls for service and in-progress major incidents putting us on par with our neighboring communities who have much larger FT staffs and have phased out PT sworn. The Village is in a position to reevaluate the current police staffing model in order to provide adequate police protection for the community and the increase in establishments in the central business district, the eastern business park. The potential of our eastern boarder moving a mile east is also a very real concern to maintain officer and public safety as well.

**Project Update**

N/A

**Project Alternative**

Continue current staffing levels as they are.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

**Project/Item Name:** New PW Laborer Position  
**Department:** Public Works  
**Strategic Priority Area:** Sustainable Service Delivery through Staff Support and Development  
**Priority:** Recommended  
**Primary Funding Source:** General Fund  
**Secondary Funding Source:** Water & Sewer  
**Notes on Funding Source:** Personnel cost associated with this position will be split 50/50  
**GL Account #(s):** 01-31-50XX & 60-33-50XX – all personnel line items

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$70,800.00	\$72,924.00	\$75,112.00	\$77,365.00	\$79,687.00		\$375,888.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Recurring expense with about a 3% salary increase annually. Increases for insurance and other employee benefits will apply.

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Public Works Department is requesting to add one new full-time Laborer position.

#### Project Justification

East Dundee Public Works is a full-service Department that provides a wide range of services to the community. Over the past several years, the Department has operated at a bare minimum staffing level. The Village owns, operates and maintains two treatment plant facilities (Class B water plant and Group 1 wastewater plant), along with the water distribution and sanitary sewer collection systems associated with (and accessory to) each utility, that are operated and maintained by the Public Works Department. The Department provides a wide range of services to the community within the areas of streets/right-of-ways (signs, street lighting, snow/ice control, pavement patching, curb and sidewalk replacement, landscaping, mowing), forestry (removal, trimming, planting), storm sewer (collection system, inlets, basins, etc.), special event setup and cleanup, JULIE locates, and maintenance of Village facilities and grounds. The current staffing level of six full-time employees (five prior to July 2023) has been and is inadequate to perform the extensive list of wide-ranging services and programs. As a result, and due to the workload of the Department, Public Works has been far more reactive (vs. proactive) with improving/maintaining Village infrastructure, facilities, and systems. Adding this position will help the Department be more proactive. Adding a new Laborer position will also help reduce

the need to outsource services and programs. In FY23, overtime has increased significantly in order to complete/accomplish the essential programs and services.

**Project Update**

N/A

**Project Alternative**

Continue to outsource some of the services and tasks (that are currently performed either by in-house staff or are currently being outsourced) and operate more reactively than proactively.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	New Wastewater Operator Position
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Service Delivery through Staff Support and Development
<b>Priority:</b>	Recommended
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-50XX and all other personnel accounts

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$122,925.00	\$125,113.00	\$127,366.00	\$129,688.00	\$132,078.00		\$637,170.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Anticipates an annual 3% increase plus additional costs for insurance and other benefits.
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

The Public Works Department is requesting to add one new full-time position of Operator (preferably wastewater operator).
---

#### Project Justification

East Dundee Public Works is a full-service Department that provides a wide range of services to the community. Over the past several years, the Department has operated at a bare minimum staffing level. The Village owns, operates and maintains two treatment plant facilities (Class B water plant and Group 1 wastewater plant), along with the water distribution and sanitary sewer collection systems associated with (and accessory to) each utility, that are operated and maintained by the Public Works Department. The Department provides a wide range of services to the community within the areas of streets/rights-of-way (signs, street lighting, snow/ice control, pavement patching, curb and sidewalk replacement, landscaping, mowing), forestry (removal, trimming, planting), storm sewer (collection system, inlets, basins, etc.), special event setup and cleanup, JULIE locates, and maintenance of Village facilities and grounds. The current staffing level of six full-time employees (five prior to July 2023) has been and is inadequate to perform the extensive list of wide-ranging services. The water and wastewater treatment, collection, and distribution systems (and staffing/operators) are closely regulated/monitored by the Illinois Environmental Protection Agency. The stormwater system is also subject to IEPA
--

regulations. Operationally, Public Works has been far more reactive (vs. proactive) with improving/maintaining Village infrastructure, facilities, and systems. Adding this position give the ability to be more proactive. The ideal Operator candidate will have earned Class 3 or 4 wastewater operator's license and have the desire and ability to learn from and be mentored by the Village's consultant wastewater operator on the operation of the wastewater treatment plant. This is important for the short-term and long-term operation of that facility in terms of succession planning.

**Project Update**

N/A

**Project Alternative**

Continue to rely solely on consultants to perform the daily operation and oversight of the wastewater treatment plant.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download form prior to filling in to use all the editable features.*

<b>Project/Item Name:</b>	IL 68 Water Tower Paint & Rehabilitation
<b>Department:</b>	Public Works
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5965

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$863,000.00						\$863,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

Construction = \$795,000; Construction Eng = \$58,000; Cell tower coordination engineering = \$10,000
---

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Staff is requesting approval of a project to paint and rehabilitate the IL 68 water tower.
--

#### Picture(s) of Project/Item





**Project Justification**

In 2018, and again in 2023, Dixon Engineering conducted inspections of the 68 water tower. The inspections involved the wet interior, dry interior, and exterior. The exterior coating was evaluated to be in poor condition, the dry interior coating was evaluated to be in fair to poor condition, and the wet interior coating was evaluated to be in fair condition. In 2018, and again in 2023, Dixon recommended that the recommended scope of work be performed in 1-2 years. Dixon also identified aspects of the tower that will need to be rehabilitated ahead of repainting.

**Project Update**

Dixon Engineering will begin developing bid specifications for the project which is expected to be competitively bid during the upcoming winter season. Dixon will also begin the process of communicating with the two cell antenna companies (AT&T and Verizon) regarding temporarily relocating their antenna equipment during the construction phase of this project.

**Project Alternative**

Spot repairs and spot painting versus a complete rehabilitation and repainting.



## Village of East Dundee

### New Initiative or Capital Improvement Plan

*If using OneDrive, please download the form prior to filling it in to use all the editable features.*

<b>Project/Item Name:</b>	Water Main Replacement Projects
<b>Department:</b>	Water & Sewer
<b>Strategic Priority Area:</b>	Sustainable Infrastructure and IT
<b>Priority:</b>	Critical
<b>Primary Funding Source:</b>	Water & Sewer
<b>Secondary Funding Source:</b>	None
<b>Notes on Funding Source:</b>	N/A
<b>GL Account #(s):</b>	60-33-5985

#### Budget Projection *(tab to enter text for auto calculation)*

2024	2025	2026	2027	2028	2029-2033	Total
\$594,000.00	\$404,000.00					\$998,000.00

#### Budget Impact *(If recurring expense or offsetting revenue, please be sure to indicate.)*

There will be a two year (minimum impact) on the Water & Sewer Fund.
--

#### Funding History

Is this a New Project/Item?	Year(s)	Total Amount Paid to Date
Yes		

#### Project Description

Public Works is requesting approval to replace a segment of water main that has experienced numerous water main leaks/breaks in recent years. This section of water main is located on Van Buren, from Barrington Ave to Roslyn Rd.
---

**Picture(s) of Project/Item**



**Project Justification**

There are two segments of water main that have experienced numerous water main leaks/breaks in recent years. Staff is requesting approval to replace these two segments over the next two years - one on Van Buren (2024) and the other on Prairie Lakes Road (2025).

The following is a summary of those two segments of water main:

Van Buren - 8" Barrington Ave to Roslyn Rd. (~950 LF)

Construction Cost - Conceptual \$ 530,000

Design & Construction Engineering \$ 64,000

Prairie Lake Rd. - 12" Dundee Ave to midblock (~650 LF)

Construction Cost - Conceptual \$ 360,000

Design & Construction Engineering \$ 44,000

**Project Update**

N/A

**Project Alternative**

Continue to repair water main leaks contractually or in-house.