



VILLAGE OF WOODRIDGE

BUDGET-IN-BRIEF

FISCAL YEAR 2022

MAYOR

•Gina Cunningham

BOARD OF TRUSTEES

•Greg Abbott
•Mary Anne Blair
•Joseph Kagann
•Mike Krucek
•Megin "Mike" Martinez
•Kaleshia "Kay" Page

VILLAGE CLERK

•Joseph Heneghan

INSIDE THE 2022

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A Letter from the Mayor

Village of Woodridge Residents and Businesses:

In a year that has begun to exhibit a glimmer of pre-pandemic normalcy, while still maintaining some cautionary public safeguards and fiscal spending prudence, it is a pleasure to present to you the FY2022 Budget-in-Brief. The FY2022 Budget is focused on controlled spending that maintains our service levels, while providing funding for infrastructure improvements.

This Budget Plan is the product of countless hours of staff time over the course of several months. It requires cooperation of all departments working collectively to put together a spending plan that supports the goals of the Village Board. This year's Budget promises wonderful things to come, in addition to the continued dedication to the betterment of the Village through public programs and services. Perhaps most exciting of all, this year's budget supports funding for new, long awaited, public works and police building. With groundbreaking set to occur this spring, Phase 1 will include the construction of a new Police facility, a salt dome, outside storage, and cold storage at the new site. It will also include improvements to the existing building to allow Public Works to continue its operations until a future facility is constructed.

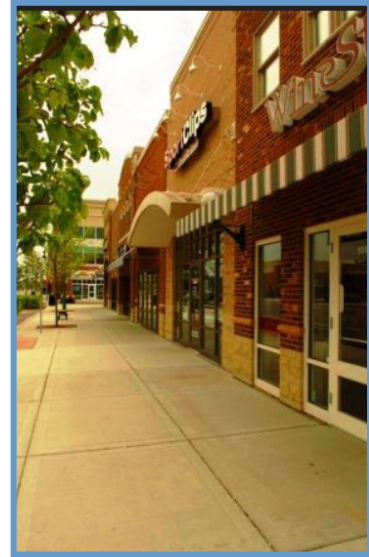
We hope you find this document to be a useful guide to understanding the Village's annual budget. The Budget-in-Brief illustrates that we are always working to ensure that the Village of Woodridge upholds its mission statement, "to achieve a high quality of life by providing superior services in a fiscally responsible manner."

Warmest Regards,

Gina Cunningham
Mayor of Woodridge

Woodridge Profile

The Village of Woodridge is located approximately 26 miles southwest of downtown Chicago, in DuPage, Will, and Cook counties. Woodridge was incorporated as a Village on August 24, 1959 with a population of 469 residents. Over the last sixty years, the Village has experienced significant growth resulting in a current population of 34,158. The demographic makeup of Woodridge has remained relatively unchanged between 2010 and 2020 population estimates. The portion of the population that is either Hispanic or non-white is approximately 27% of the total population.



Woodridge is located at the crossroads of Interstates 355 and 55, making it a strategic location for commercial and residential development. The Village welcomed over 35 new businesses – both large and small - in 2021. G3, a packaging, bottling and distributor of wines, beers, ciders and cold brews, expanded to a second facility located in a 265,000 square foot building on Internationale Road and 75th Street. Parkway . A 2400 sq. ft. drive-thru Starbucks building was constructed in the Woodgrove Festival shopping center at Lemont Rd and 75th street.

The Village of Woodridge's economy is characterized by its variety of industries. This variety lends to the community's economic strength, since it does not depend on any one business or industry to provide revenue to support our services. Professional, scientific, management, administrative, educational, health and social services, manufacturing, retail, finance, insurance, real estate and rental and leasing businesses all thrive here. The Village is home to several major employers with offices in Woodridge including Orbus Exhibit & Display Group, Edward Don & Company, The Morey Corporation, Comcast, Allstate Insurance, Senior Midwest Direct, Follett Educational Services, Multi Packaging Solutions, Parker Hannifin Corporation, V3 Companies LTD., Hendrickson International, Inventus Power, Wesco International, Home Run Inn Pizza, and AMS Mechanical.

More information on the Village's history and local economy is available in the Introduction section of the FY2022 Budget.



PURPOSE OF THE BUDGET

THE BUDGET AS A POLICY DOCUMENT

- ♦ The budget is a means of establishing policy, and is the financial method by which policy decisions are implemented.
- ♦ The Village's budget process is the instrument for translating community goals into programs and services and is the means by which financial resources are allocated.

THE BUDGET AS AN OPERATIONS GUIDE

- ♦ The budget identifies the organizational structure of the Village and how the various funds and the departments within those funds are established to provide services to residents, businesses, and visitors alike.

THE BUDGET AS A FINANCIAL PLAN

- ♦ The budget provides both summary and detailed information on how services will be funded and the cost to the taxpayers.

The Five Year Capital Improvement Plan provides information on proposed capital expenditures and funding sources.

THE BUDGET AS A COMMUNICATIONS DEVICE

- ♦ As a communications device, the budget is designed to be user-friendly, and includes the use of charts, tables, and graphs to present information in an easy to read format.

Additionally, this budget is posted electronically on the Village's website, and paper copies are available at both the Woodridge Public Library and the Village for those without Internet access.

HOW IS THE BUDGET DEVELOPED?

The following graphic illustrates the process that the Village Board and staff undertake to prepare the annual budget. As you can see, this process takes six months from start to finish and includes budget meetings, staff preparation, and inter-departmental coordination.



FY2022 BUDGET HIGHLIGHTS

This year staff has risen to the challenge and is pleased to present a budget reflective of a rebounding economic environment, following COVID. The FY2022 Budget includes significant capital projects that were postponed due to the uncertainty of the pandemic, while still maintaining core services to our residents and businesses.

- ◆ The Final Budget for FY2022 is \$76.8M against revenues of \$58.5M, for a planned spend down of reserves of \$18.3M. This is an increase of \$29M in expenditures when compared to the FY2021 Budget. This increase is in the Capital Projects Fund related to capital expenditures, specifically, the new Police and Public Works Facility, as well as temporary improvements to 1Plaza Drive to allow continued operation until the full Project's completion.
- ◆ The General Fund Budget totals \$23.3M against revenues of \$21.8M. This results in a deficit of \$1.5M. The deficit is nearly \$2.5M less than the FY 2021 Budget due to improved income and sales tax revenue.
- ◆ Sales tax revenues are showing a strong return mostly due to the taxation of online sales that started this year. The FY2022 budget represents a nearly 20% increase in General and Home Rule Sales Tax revenues compared to FY2021 Budget, which brings us in line with our FY 2017 revenues of \$5.5M, a record year for sales tax receipts.
- ◆ The Capital Budget for FY2022 is \$32.9 million. Aside from \$20M budgeted for the Facilities Project, projects include over \$3M in roadway improvements, \$700k in traffic signal replacements, \$1.6M for the Water Meter Replacement Program, and over \$600,000 in vehicle and equipment replacements.
- ◆ More information can be located in the executive summary on page 4 of the FY2022 Budget Book

The Capital Budget is \$32.9M, or 42% of the Total budget, which includes \$20.8m in Facility improvements, including the new Police and Public works building, set to break ground this spring.

Revenues across all funds total \$58.5M. This is \$12M more than the FY2021 Budget. Revenue gains can be attributed to an increased revenue from sales tax and state shared revenues (previously impacted by the pandemic), as well as \$5M in bond proceeds for the facility.

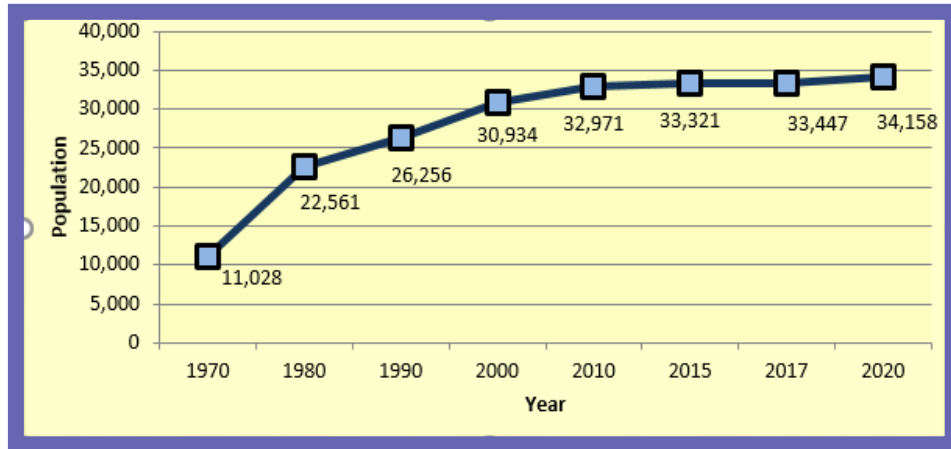
Road resurfacing and restoration projects total \$12.1M for five years, with almost \$3M allotted in the Capital Projects Fund for years 2022 and 2023. This has increased about \$400,000 annually due to revenues from the Transportation Renewal Fund and state shared Motor Fuel Tax dollars and revenues from a local gas tax.

STATISTICAL INFORMATION

Understanding the demographic, economic, and financial environments of the Village is an important part of developing the annual budget. The FY2022 Budget contains multiple indicators that help municipal officials monitor, analyze, and respond to changing social, demographic, economic, and financial environments. The complete Statistical Section can be found in the General Information section of the FY2022 Budget.

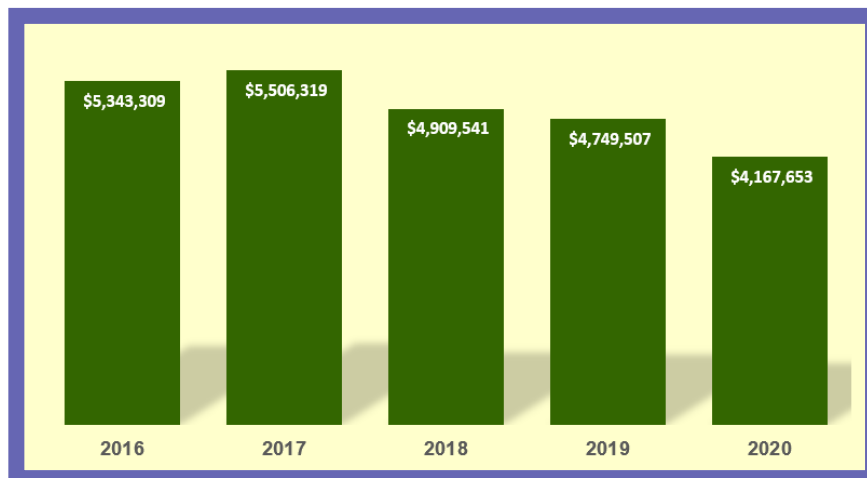
Population

The Population Chart shows Woodridge's population over the last 45 years. The chart shows that Woodridge's population has dramatically increased since 1970, with the largest population increase between 1970 to 1980 at a 105% increase. Since 1980, the population has steadily increased every 10 years with a incremental increase between 2000 and 2020.



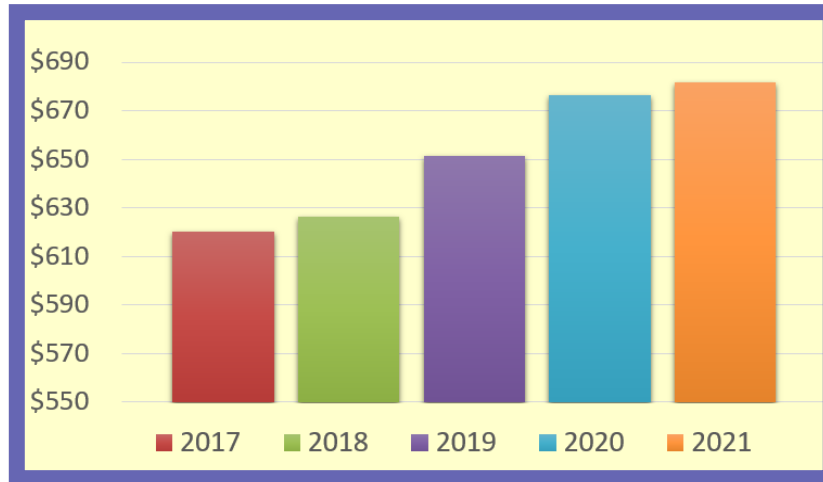
Sales Tax Revenue History

This chart depicts Sales Tax revenue, which is the Village's share (1 percent) of sales taxes collected in Woodridge by the Illinois Department of Revenue. Fiscal Year 2020 saw a 12% decrease in revenues due to the pandemic.



Total General Fund Expenditures per Resident

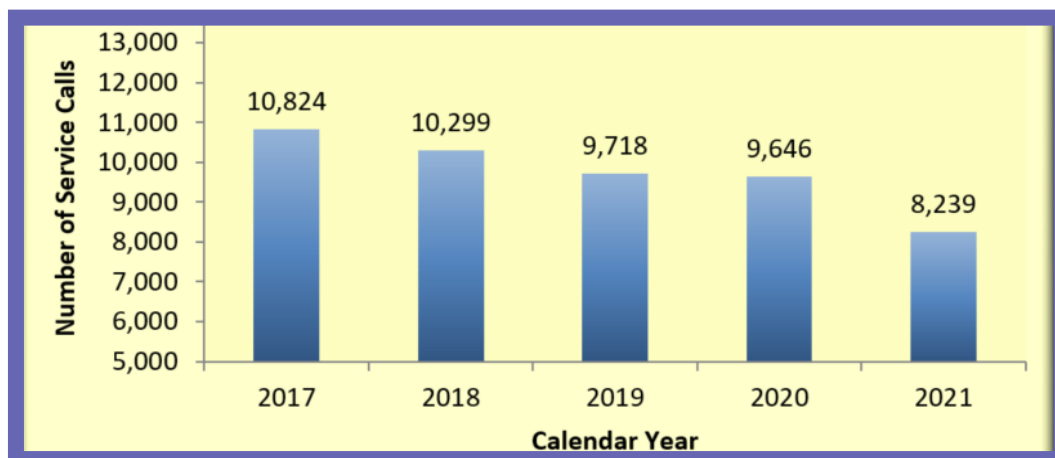
This chart shows total operating expenditures (including debt service and capital expenditures) for the General Fund per resident. The General Fund supports the major operations of the Village. This includes Administration, Finance, Community Development, Police and Public Works.



Police Service Calls

Below are the calls for service. Common service calls include: alarm calls, citizen assists, traffic incidents, and suspicious vehicle and person reports.

- ◆ Prior to 2016, PD responded to all FD/ Ambulance calls. Currently, only call with a potential for injury or safety issues require PD involvement.
- ◆ Since 2016, there has been a concerted effort to identify the repeat calls for service. Officers are trained and encouraged to spend extra time on these calls to reduce the amount of recidivism (crisis intervention incidents).
- ◆ The last two years, COVID had a significant impact on the number of calls for service. Less crashes, store thefts etc.
- ◆ There is a significant portion of our population who do not call the police for service. This is something that the PD has been working very hard to change.



STRATEGIC MANAGEMENT AND GOAL SETTING

Mission Statement:


"To achieve a high quality of life by providing superior services in a fiscally responsible manner."

Strategic Management Process

The Strategic Management Process is an important step in developing the Village's goals for the upcoming year. The changing needs of Woodridge residents are recognized and addressed through the Strategic Management Process, which sets goals that serve as the foundation for the annual budget. The Strategic Goals for the Village include the following:

- ◆ Build and maintain a safe and reliable infrastructure
- ◆ Enable strong and forward-thinking business environment
- ◆ Ensure a sustainable financial position
- ◆ Increase communication and community engagement
- ◆ Strengthen our workforce and talent

The table below is a snapshot of department accomplishments during FY2021 that support the goals of the Village Board. The full list can be found in the General Information tab in the full budget book.

	CRITICAL SUCCESS FACTORS				
	Safe & Reliable Infrastructure	Strong & Forward-thinking Business Environment	Sustainable Financial Position	Increase Communication and Community Engagement	Strengthen Workforce and Talent
					
2021 Accomplishments					
Managed selection and roll out of the new Green Electric Aggregation contract.		✕	✕		
The Village reached the \$2 million mark in cost of construction permits for solar panel installations in 2021. Additionally, the Village was able to implement the final milestones to reach SolSmart Gold status – the highest designation achievable	✕	✕	✕		
Provided water billing relief to Village residents affected by the June 20, 2021 tornado.	✕	✕	✕		
Implementation of a new training platform, including mental health, defensive tactics, de-escalation and firearms					✕
Design and construction engineering of the Calendar 2021 MFT and STP Resurfacing	✕				

PERFORMANCE MEASUREMENT

In FY2019, the Village implemented the Performance Management program. Each department selected a performance goal that strategically addresses a current issue in the department to fulfill the Village's mission statement: "To Achieve a High Quality of Life by providing superior services in a fiscally responsible manner."

Department	Performance Goal	Performance Measure	Key Performance Indicator	FY 2021 Year-end Est.	FY 2022 Budget Goal
Administration	Update the new website with current information at least once a week.	Post an informative item on the Village's homepage at least once a week.	1. Percentage of subscribers who open E-news compared with industry averages	48% vs 17%-28%	30%
			2. Percentage of subscribers who open one or more link(s) compared with industry averages	15% vs 2%-5%	7%
Community Development	Decrease the annual average number of days required to process permits	Decrease the annual average number of days required to process over the counter permits	1. Average number of days to approve over the county permits	3.42	2.5
Finance	Reduce the number of water service shut-offs on the original shut-off list by no less than 50% after courtesy contact is made	Reduce the number of water service shut-offs	1. Number of customers on original shut-off list	1665	1500
			2. Number of customers shut-off after courtesy contact	308	275
			3. % of customers removed from original shut off from list	91%	93%
Police	Reduce the number of burglary to motor vehicle incidents by increasing patrol activity and promoting the "Lock Your Car – That's the Key" campaign	Reduce the number of burglary to motor vehicle incidents	1. Total Proactive Patrols	6,000	6,000
			2. Number of public service announcements promoting the "Lock Your Car – That's the Key" campaign	6	100
Public Works	Reduce the quantity of road salt applied per lane mile while still maintaining the current high level of service	Reduce the quantity of road salt applied per lane mile based on an average snow event	1. Snow and Ice Events	17	17
			2. Gallons of liquid anti-icing materials used	65,148	65,000
			3. Tons of rock salt used	2,421	2,431
			4. Miles driven for snow removal	26,986	27,011
			5. Total snowfall in inches	43	35

FY2022 INITIATIVES

The FY2022 Budget provides resources for the following initiatives that help achieve the Village's Board Strategic Goals, which are outlined on page seven of this report. The initiatives listed below are high-priority objectives for each department for the year. In the full budget book, each department has several 2022 goals which can be found in their respective department summary.



All Departments

The Village will begin Phase 1 of the plan for the new Police and Public Works Facility in spring 2022, a collaborative effort across all departments.



Administration Department

Expand community engagement efforts to broaden participation across the community.



Police Department

Evaluate and implement a mental health check-in program for employees



Finance Department

Implement an Internal Control Program so that we are able to test our processes on a regular basis and report out on the findings.



Public Works Department

Design and construction engineering of the Calendar 2022 Resurfacing Projects



Community Development Department

Complete the overhaul of the Village's zoning code

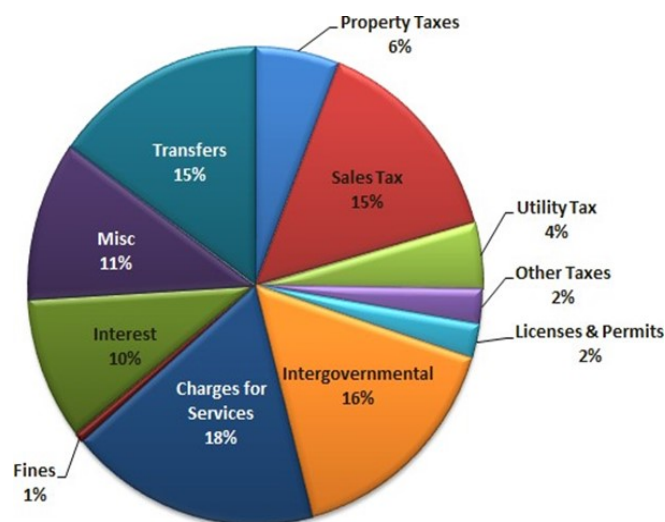
TOTAL FY2022 BUDGET

HOW ARE VILLAGE SERVICES FUNDED?

The Village has a diversified revenue base, which provides financial flexibility and has allowed the Village to manage economic downturns. This diversity also makes us less reliant on individual revenue sources, such as property taxes and state-shared revenues.

- ◆ At \$10.4M, the Village's largest revenue source is Charges for Services. This category is primarily revenues from water sales, which is estimated at nearly \$6.7M in 2022. Other charges for services include engineering and legal charges billed to developers.
- ◆ The second largest revenue source is state-shared revenues, such as income tax and use tax, as well as reimbursements from the Park District for debt repayment, which totals \$9.4M, or 16% of total revenues for the Village.
- ◆ Sales tax revenues are showing a strong return mostly due to the taxation of online sales that started this year. The FY2022 Budget represents a nearly 20% increase in General and Home Rule Sales Tax revenues compared to FY2021 Budget, which brings us in line with our FY2017 revenues of \$5.5M, a strong year for sales tax receipts.
- ◆ In the Water and Sewer Fund, the budget currently reflects a continued \$0.20 increase in the Capital Improvement Fee to fund future water main and other infrastructure improvements.

**Total Revenues by Element
2022 Budget
\$58,463,865**



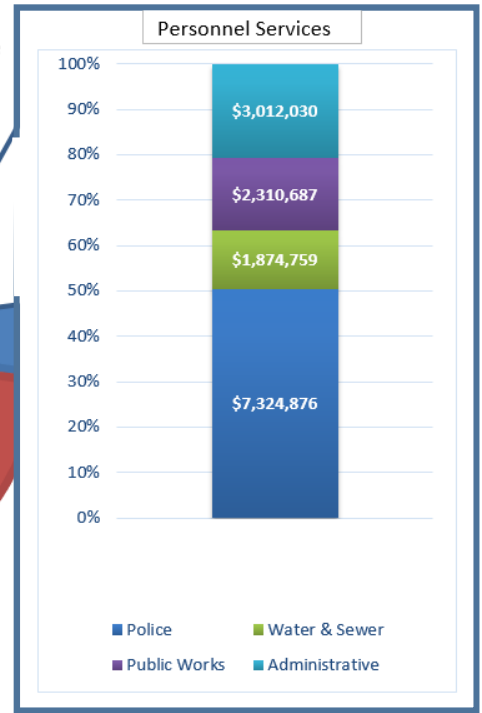
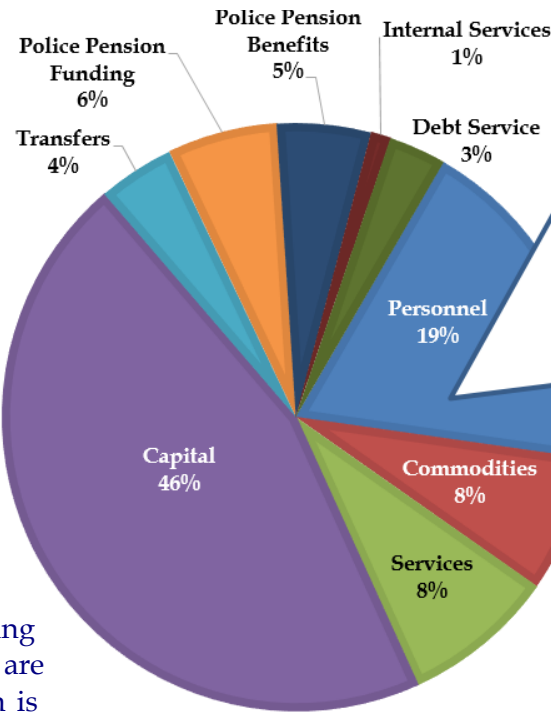
Total Revenues	
Property Taxes	\$ 3,507,775
Sales Taxes	8,621,400
Utility Taxes	2,617,085
Other Taxes	1,375,150
Licenses & Permits	1,379,875
Intergovernmental Revenue	9,353,091
Charges for Services	10,419,486
Fines & Forfeits	390,500
Interest	5,650,744
Other	6,301,300
Transfers	8,847,459
Total Revenues	\$58,463,865

Total Expenditures by Element

2022 Budget

\$76,765,710

- ◆ **Personnel-** As a service based entity, \$14.6M, or 19% of the FY2022 Budget is personnel related. This is \$180,000 less than FY2021. The savings is due to a mix of continued reductions in staffing from the VSP program, changes in personnel tenure, and the re-class of the part-time social worker position which will be outsourced for FY2022.



- ◆ **Services-** Services, including legal, IT, and engineering, are budgeted at \$6.5M, which is just slightly higher than FY2021.
- ◆ **Commodities-** Makeup \$5.7M, or 8% of the FY 2022 budget, which is \$103,000 less than FY2021. At \$4.6M, the cost to purchase water, from Dupage county, makes up 80% of this cost, which is consistent with previous years. Road Salt is also included in these expenses.
- ◆ **General Capital Projects-** In addition to the larger scale projects being funded this year, \$2.7M in various projects are being proposed for FY2022 including a remodel of the Village Hall lobby, the purchase of License Plate Readers, various storm system and drainage improvements, traffic signal replacements, and the Route 53 sidewalk project.

Total Expenditures	
Personnel	\$14,522,352
Commodities	5,757,326
Services	6,487,829
Capital	34,936,591
Transfers	3,221,085
Police Pension Funding	4,647,139
Police Pension Benefits	3,930,385
Internal Services	\$855,116
Debt Service	2,407,887
Total Expenditures	\$76,765,710

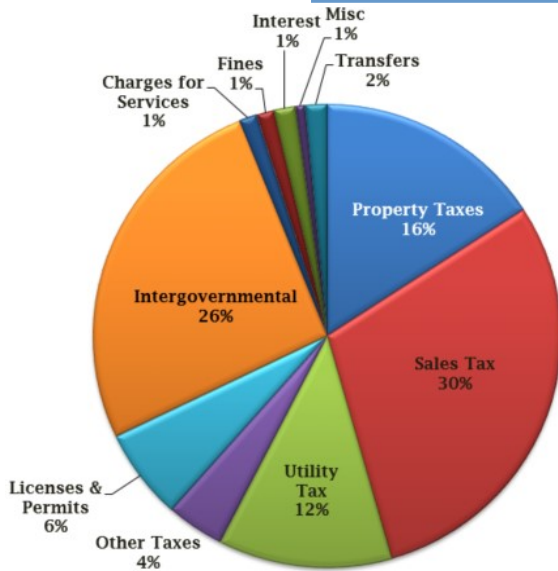
GENERAL FUND BUDGET

The General Fund serves as the primary operating fund of the Village. It is used to account for all funds not required to be in another fund. Through the General Fund, financial resources are provided for local government services, including police protection, street and storm-water maintenance, code enforcement, and general administration.

General Fund by Revenues Source

2022 Budget

\$21,833,441

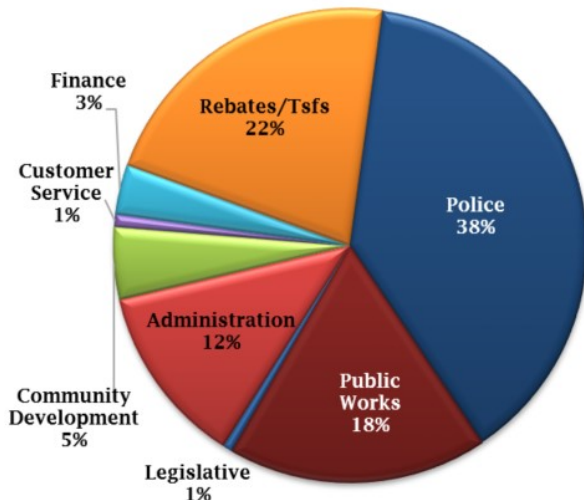


General Fund by Revenue Source	
Property Taxes	\$3,453,500
Sales Taxes	6,493,800
Utility Taxes	2,617,085
Other Taxes	876,500
Licenses & Permits	1,379,875
Intergovernmental Revenue	5,683,850
Charges for Services	271,675
Fines & Forfeits	260,500
Interest	325,000
Other	140,010
Transfers	331,646
Total 2022 Budget	\$21,833,441

General Fund by Expenditures by Department

2022 Budget

\$23,290,539



General Fund Expenditures by Department	
Legislative	\$151,222
Administration	\$2,878,156
Community Development	\$1,144,049
Customer Service	\$199,809
Finance	\$796,301
Rebates/Debt Service/Transfers	\$5,047,139
Police Department	\$8,941,953
Public Works	\$4,131,910
Total General Fund Expenditures	\$23,290,539

WATER AND SEWER FUND BUDGET

The Water and Sewer Fund is used to account for the purchase and resale of water, as well as the transporting of sanitary waste. Qualified personnel, trucks, tools and equipment are needed to maintain and operate these systems. The cost of water itself - a commodity that has risen in cost significantly over the last few decades - is the largest part of all the costs in this fund.

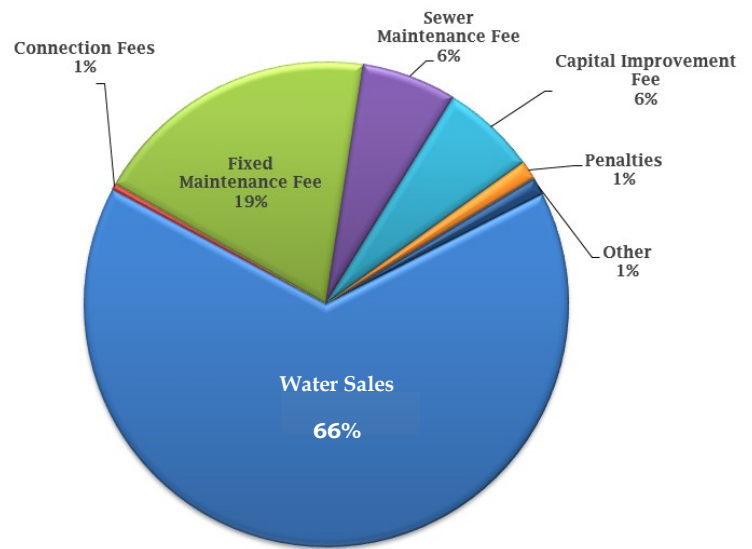
Revenues by Element

2022 Budget

\$10,322,411

Water Fund revenues total \$10.3M in the FY2022 Budget. At \$6.8M, water sales provide the majority of revenue in this fund.

- ◆ The Village water rate for 2022 is unchanged at \$8.28 per 1,000 gallons. Fixed Water Maintenance Fee is the second highest revenue, at 19% in 2022.
- ◆ In the Water and Sewer Fund, the budget currently reflects a continued \$0.20 increase in the Capital Improvement Fee to fund future water-main and other infrastructure improvements.



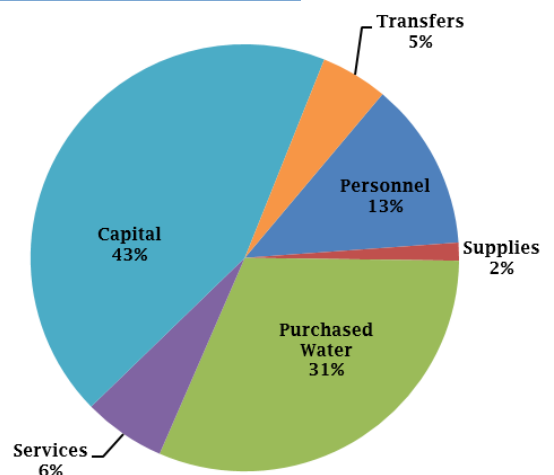
Expenditures by Element

2022 Budget

\$14,749,886

Water Fund expenses total \$14.7M in the FY2022 Budget.

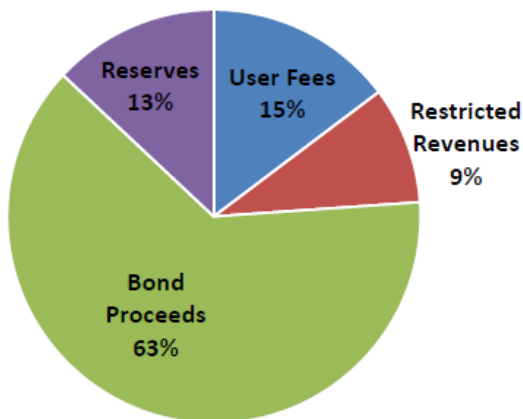
- ◆ The largest expense in this fund is the cost to purchase water from the DuPage Water Commission (DWC), which increased to approximately \$4.5M in 2021. The DWC purchases Lake Michigan Water from the City of Chicago and provides the piping infrastructure to transport this water to our system.
- ◆ \$4.1M is budgeted in FY2022 for various water/sewer system improvements including \$1.2M for water tower painting, \$1.8M in sanitary sewer improvements, and \$465,000 for Lift Station Cabinet Replacements.



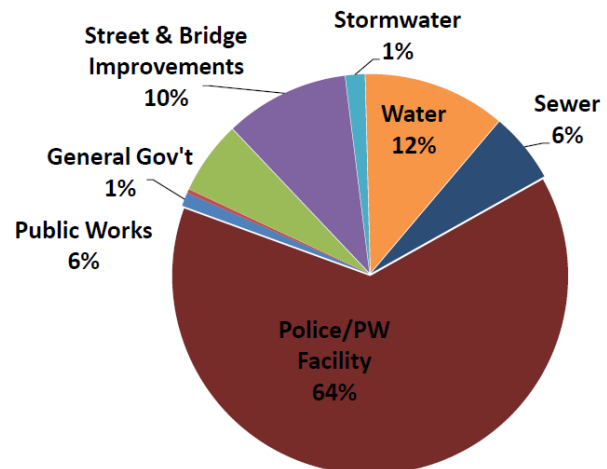
CAPITAL IMPROVEMENT PLAN

The Village of Woodridge's Capital Improvement Plan (CIP) is used to identify and anticipate capital projects over the next five years. The process of multi-year budgeting allows for the careful planning, prioritizing, and funding of future projects. This plan is updated each year as part of the budgeting process. New projects, changes in goals and priorities, and available funding play a key role in the development of the CIP and are reasons for which subsequent plans may differ. The CIP presents capital projects that are \$20,000 or greater for Fiscal Years 2022 through 2026.

CIP Revenue Sources



CIP Expenditures by Element



Phase 1 of the Police and Public Works Facility Project is budgeted in FY2022

OTHER MAJOR CAPITAL EXPENDITURES



Sidewalk Replacement Program- The Sidewalk Replacement Program divides the Village into sections to cycle through one section annually to remove and replace broken sidewalk or elevated or sunken sidewalk causing a hazard. Additionally, with the age of the community and addition of residential subdivisions, the demands on this program continue to grow.

FY2022 BUDGET: \$220,000



Municipal Facility Improvements- Budgeted items 2022 through 2024 include: \$29,000,000 for Construction of the new Police and Public Works Facility Project; \$2,000,000 for the 1 Plaza Renovation; \$150,000 for the 1 Plaza Generator Replacement; and \$200,000 for the future replacement of the Garage Bay Doors. Also planned facility improvements for Village Hall in 2022 include the roof replacement (\$450,000) and review of the installation of back-up power (\$200,000).

FY2022 BUDGET: \$20,800,000



Village Hall Lobby Remodel -Operational changes were realized with the implementation of Munis and a Village goal became to make the front counter more functional for staff and inviting to residents. In response to the recent active shooter threat, the project will now include safety enhancements for both the first and second floor counters along with an evaluation of the board room that were not included in the original cost estimate of \$24,000. As a result, the total project pending Village Board. approval will likely increase to \$250,000,

FY2022 BUDGET: \$200,000



Paint Water Towers- This 2022 project consists of the repainting of the interior and exterior of the Standpipe Water Tower located south of 87th Street, west of Woodward Avenue. The 2023 painting project is planned for the repainting of Water Tower 3 located at Village Greens Golf. Repainting adds life to the water tower by protecting the structural steel.

FY2022 BUDGET: \$1,200,000

**The purpose of the Budget-in-Brief
is to give residents an overview of the
Village of Woodridge's FY2022 Budget.
Only highlights of the budget are presented.**

*The complete FY2022 budget document can be found
on the Village's website:*

www.woodridgeil.gov



VILLAGE OF WOODRIDGE

**5 PLAZA DRIVE
WOODRIDGE, IL 60517**