

FY2024

Budget Workshop I

SEPTEMBER 26, 2023

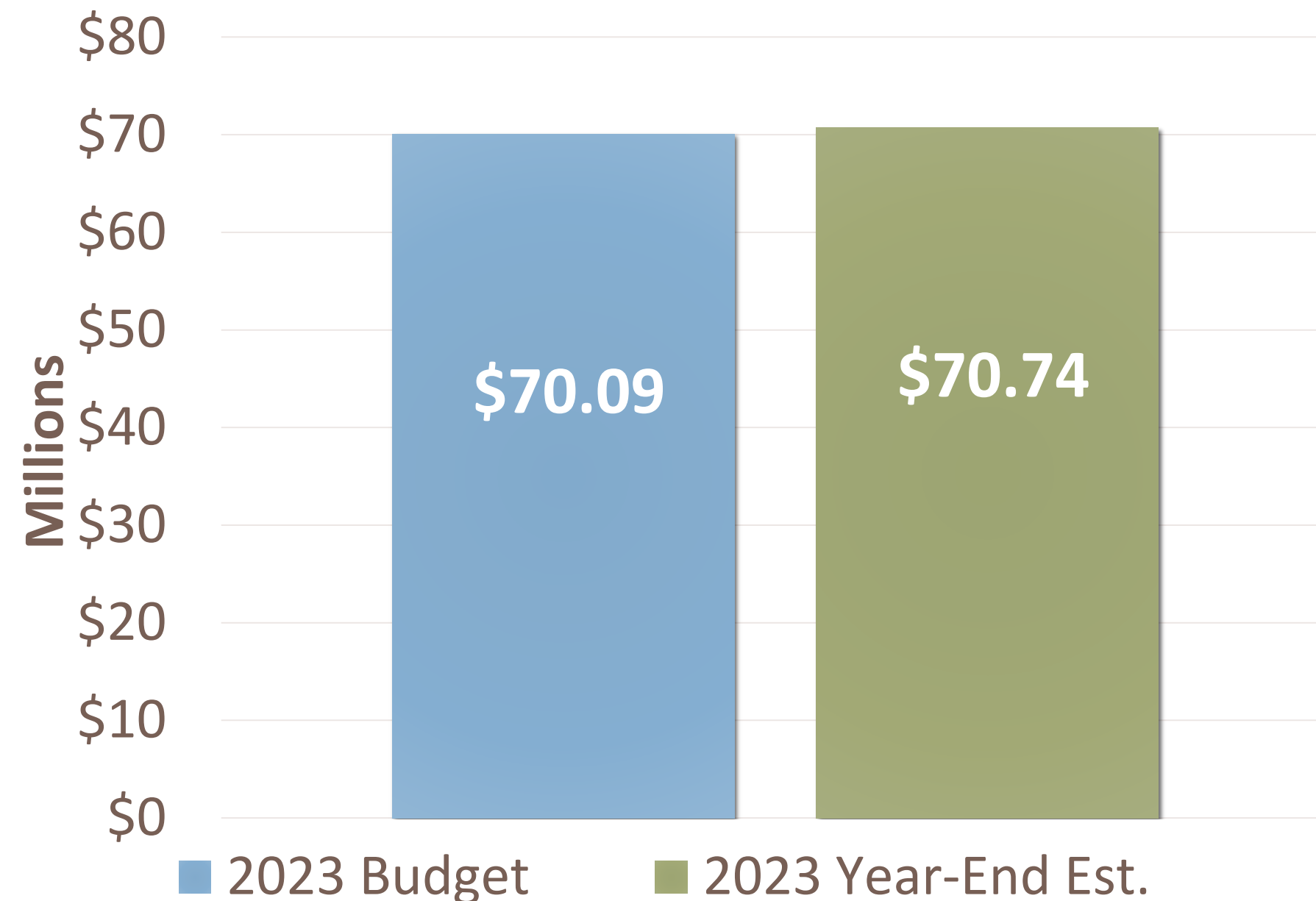
Agenda – September 26, 2023

- I. 2023 Year-to-Date Review
- II. 2024 Proposed Budget
- III. Department Presentations
- IV. Closings Thoughts/Recap at 8:50pm

FY 2023 Review

All Funds- Revenues

Budget to Year-End Projections



General Fund: \$587K higher

Capital Projects Fund: \$284K higher

Water/Sewer VERP Fund: \$160K higher

Police Pension Fund: \$18K lower

All Funds-Expenditures

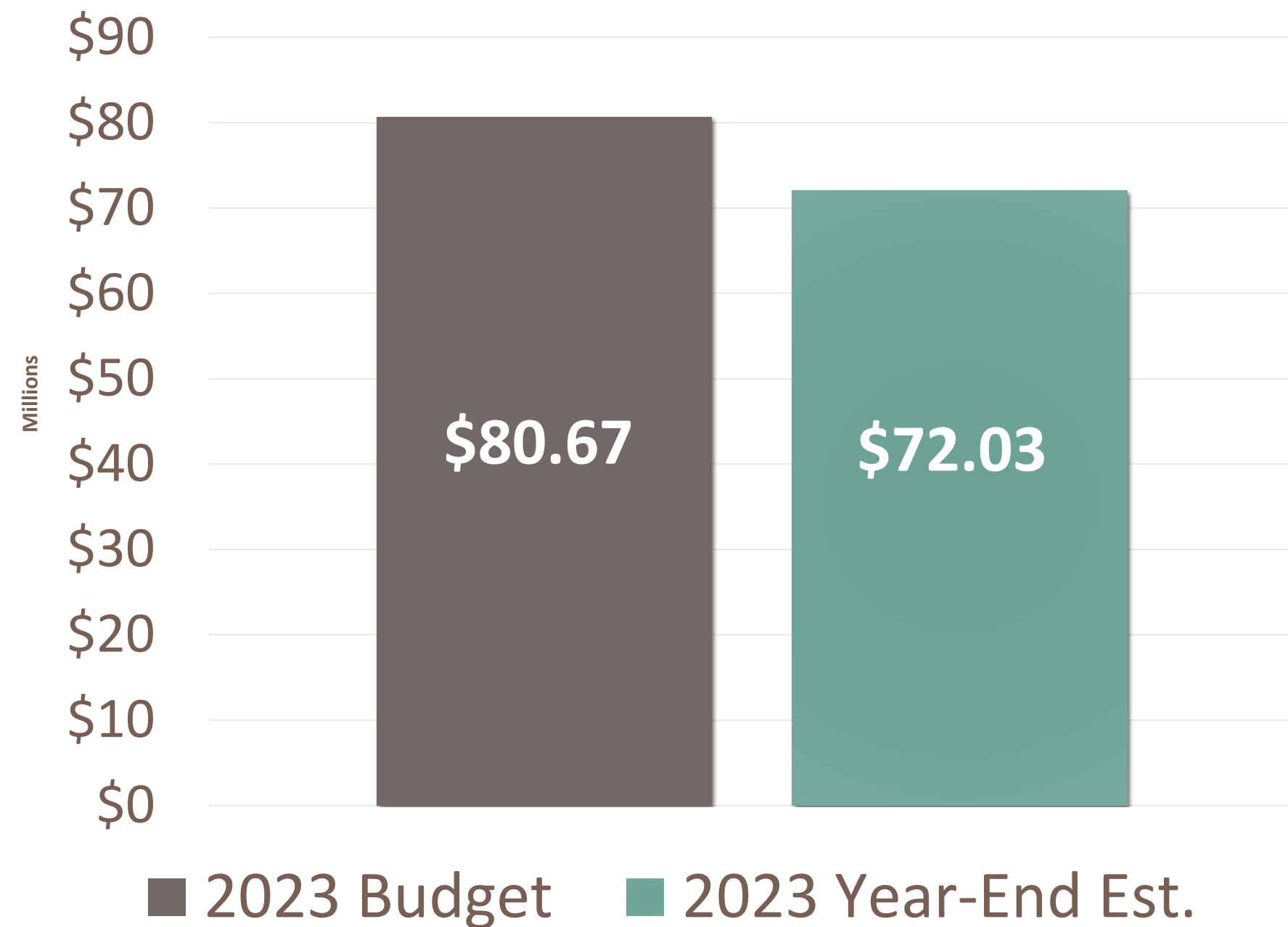
Budget to Year-End Projections

General Fund: \$966K lower

Capital Projects Fund: \$3.5M lower

Motor Fuel Tax Fund: \$682K lower

Water/Sewer Fund: \$265K higher



Total Village Reserves

Fund	2023 Projected Ending Balance	Restriction
General Fund	\$24,330,354	N/A
Charitable Contributions Fund	\$320,935	Mayor and Board’s Scholarship Program
Capital Projects Fund	\$20,772,821	N/A
Vehicle & Equipment Replacement Fund	\$1,543,921	N/A
State Drug Enforcement Fund	\$632,182	State limitations related to drug education and enforcement
Federal Drug Enforcement Fund	\$252,287	Federal limitations related to law enforcement purposes only
Motor Fuel Tax Fund	\$2,683,561	State restrictions for maintenance and construction of streets. Nearly \$267K of fund balance is Rebuild IL funding.

IRMA Additional Reserve Balance	\$1,327,018
IPBC Additional Reserve Balance	\$1,174,051

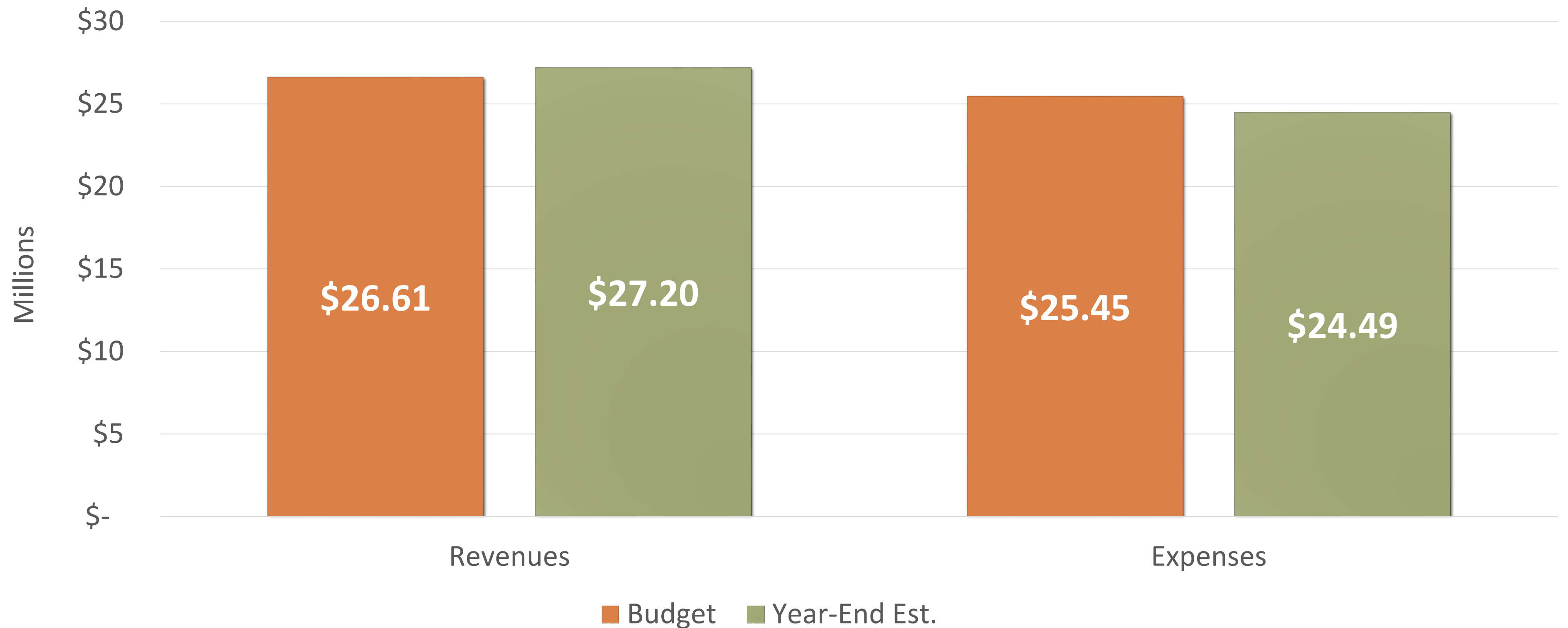
Fund	2023 Projected Ending Balance	Restriction
SSA #1 – Seven Bridges	\$706,726	Restricted to Seven Bridges storm water mgmt.
SSA #3 – Richfield Place	\$78,227	Restricted to Richfield Place storm water mgmt.
SSA #5 – Timbers Edge	\$35,373	Restricted to Timbers Edge storm water mgmt.
Debt Service Fund	\$285,334	Restricted to servicing the Village’s long-term debt
Water and Sewer Fund	\$5,144,195	Funds are restricted for financing the operations of providing potable water
Water and Sewer VERP Fund	\$6,253,248	Restricted to the replacement of water and sewer vehicles and equipment
Municipal Garage Fund	\$238,470	Internal service fund used to account for the costs of operating a maintenance facility for Village vehicles and equipment
Police Pension Fund	\$52,539,189	Fiduciary fund that accounts for retirement annuity payments
Total	\$115,766,821	

General Fund

FY 2023 REVIEW

Year-End Outlook – General Fund

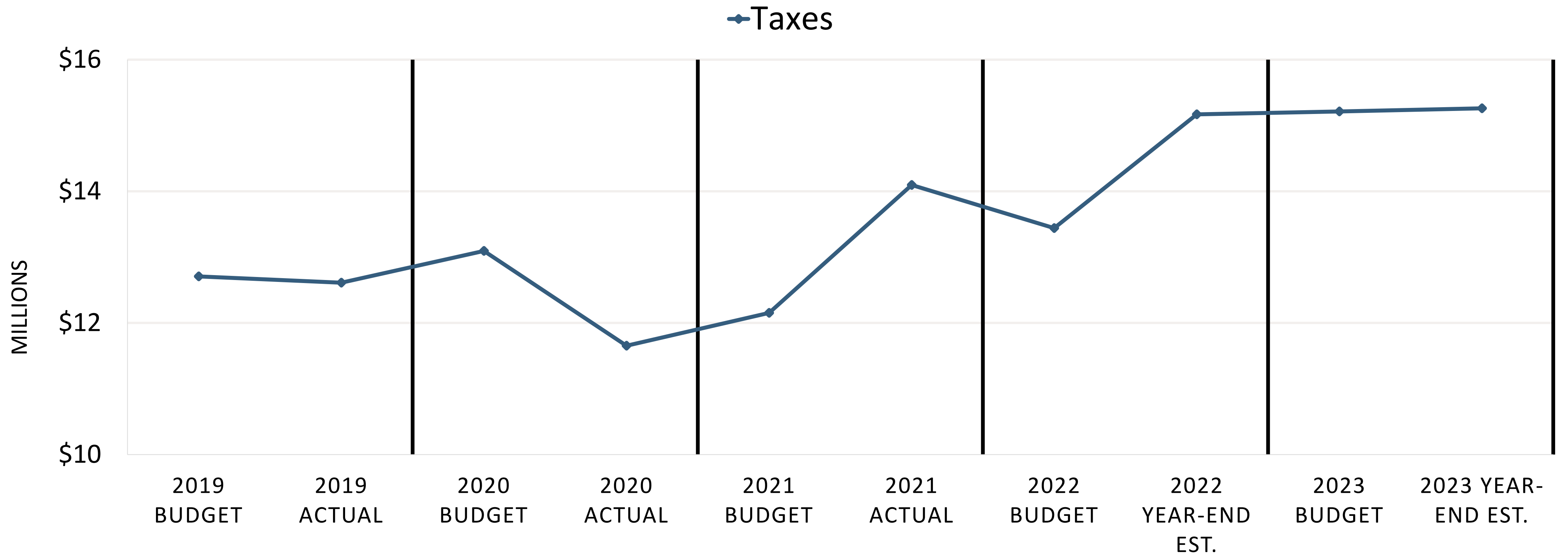
- Revenues: \$587K more than budget.
- Expenditures: \$966K less than budget.



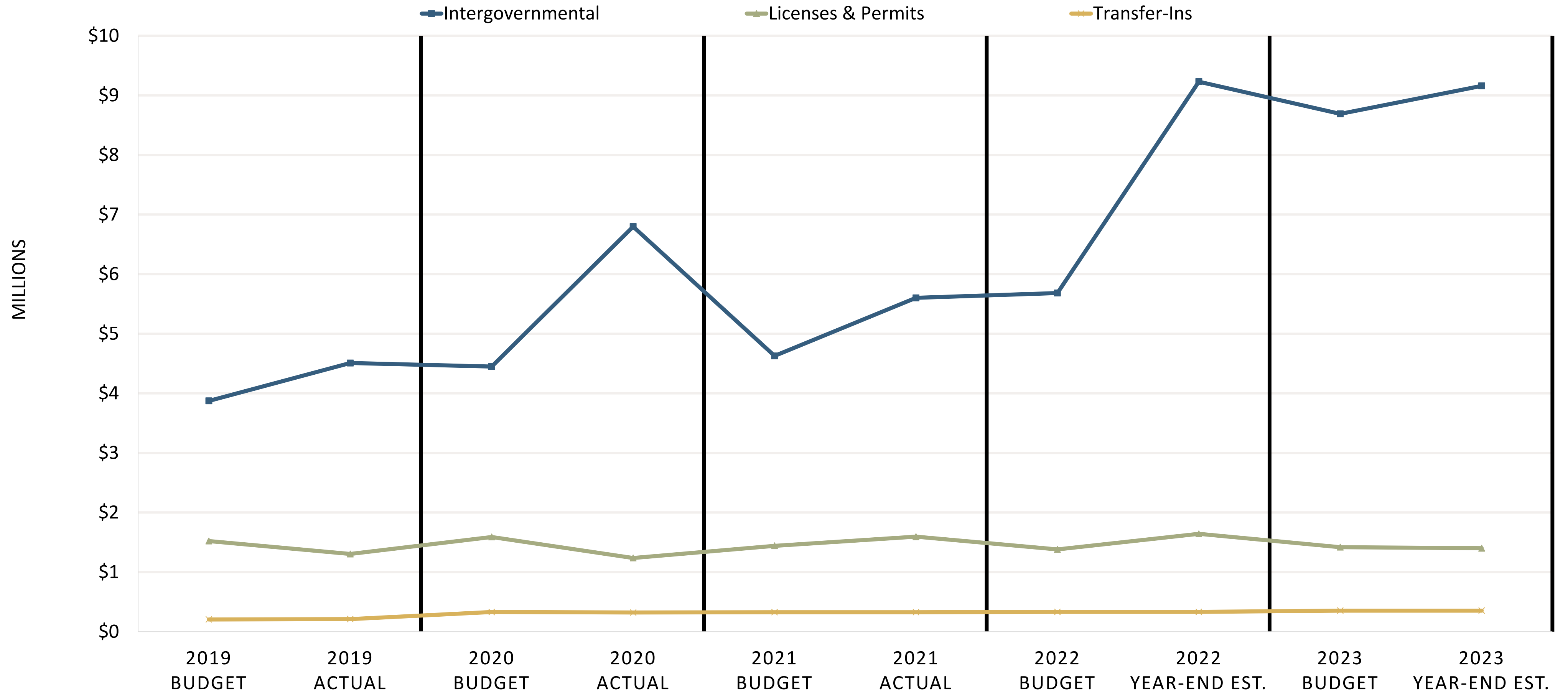
Five-Year Revenue Review

GENERAL FUND

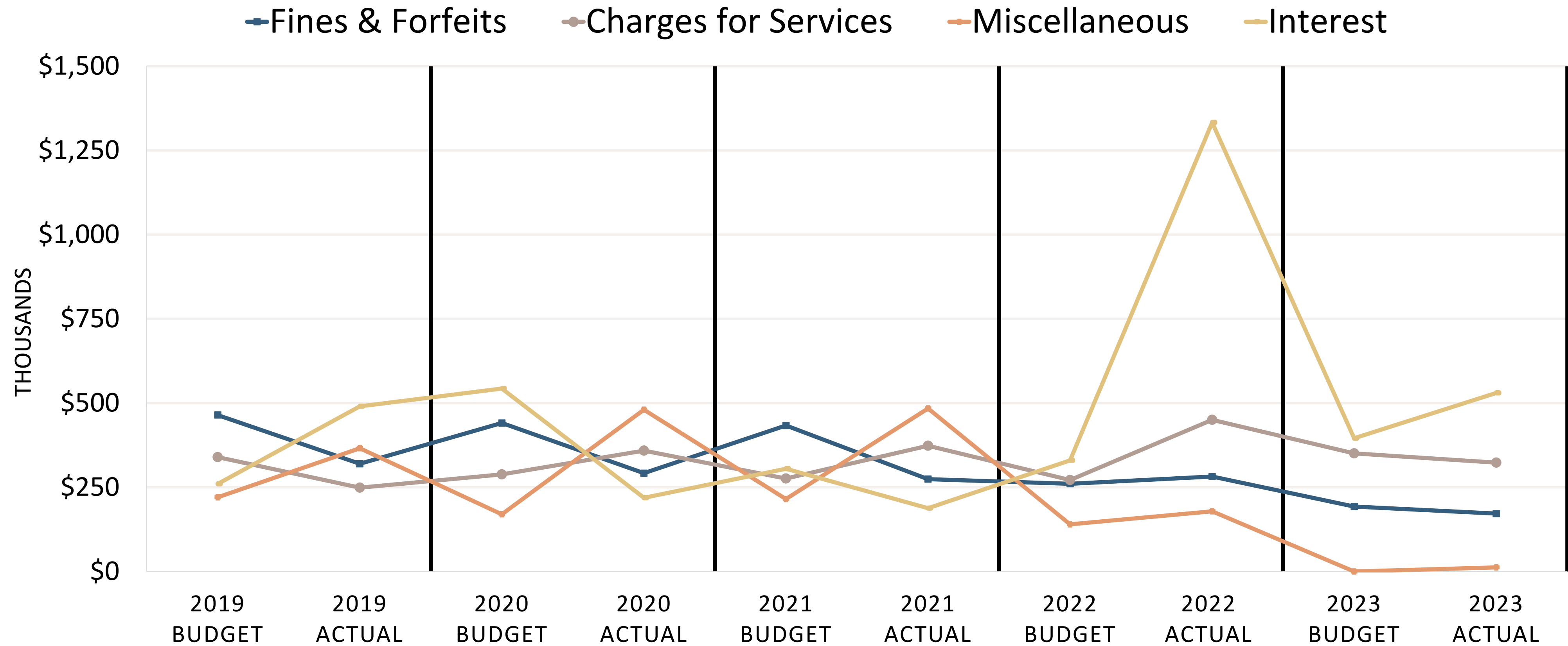
Five Year Revenue Review - Budget vs. Actual



Five Year Revenue Review - Budget vs. Actual



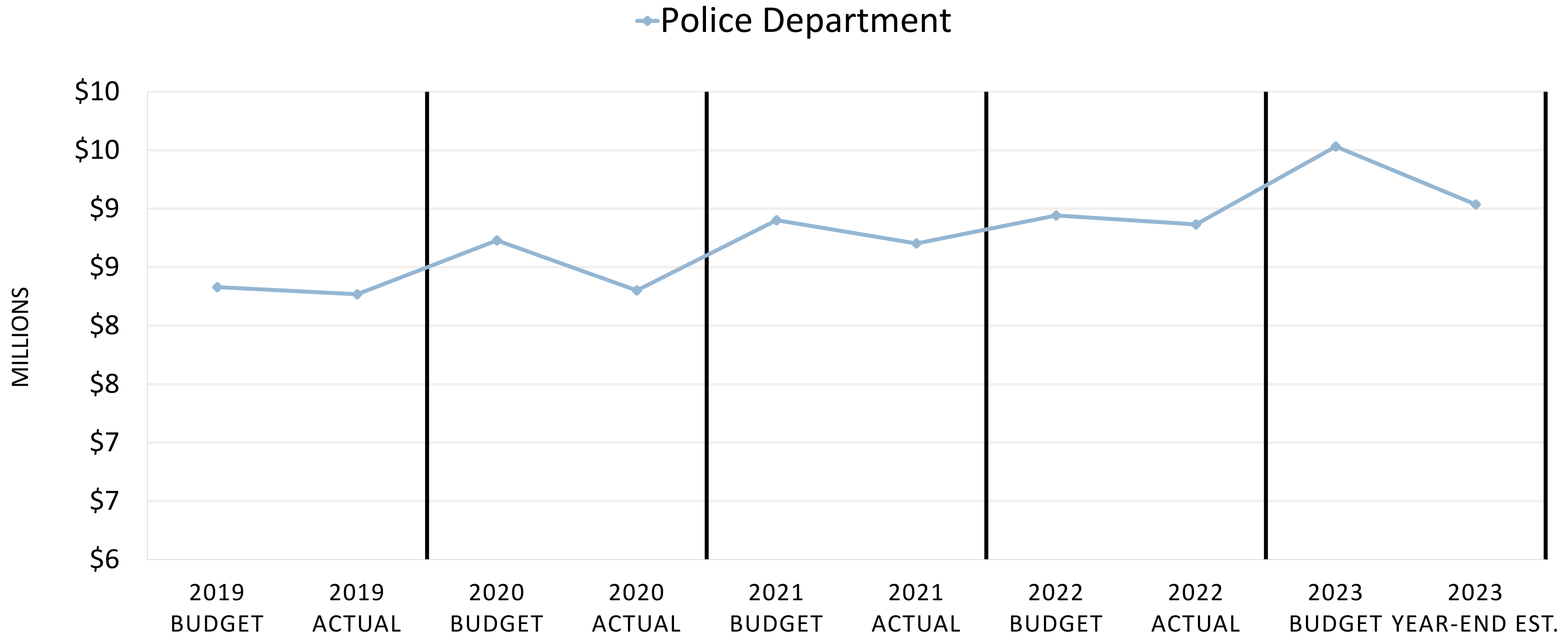
Five Year Revenue Review - Budget vs. Actual



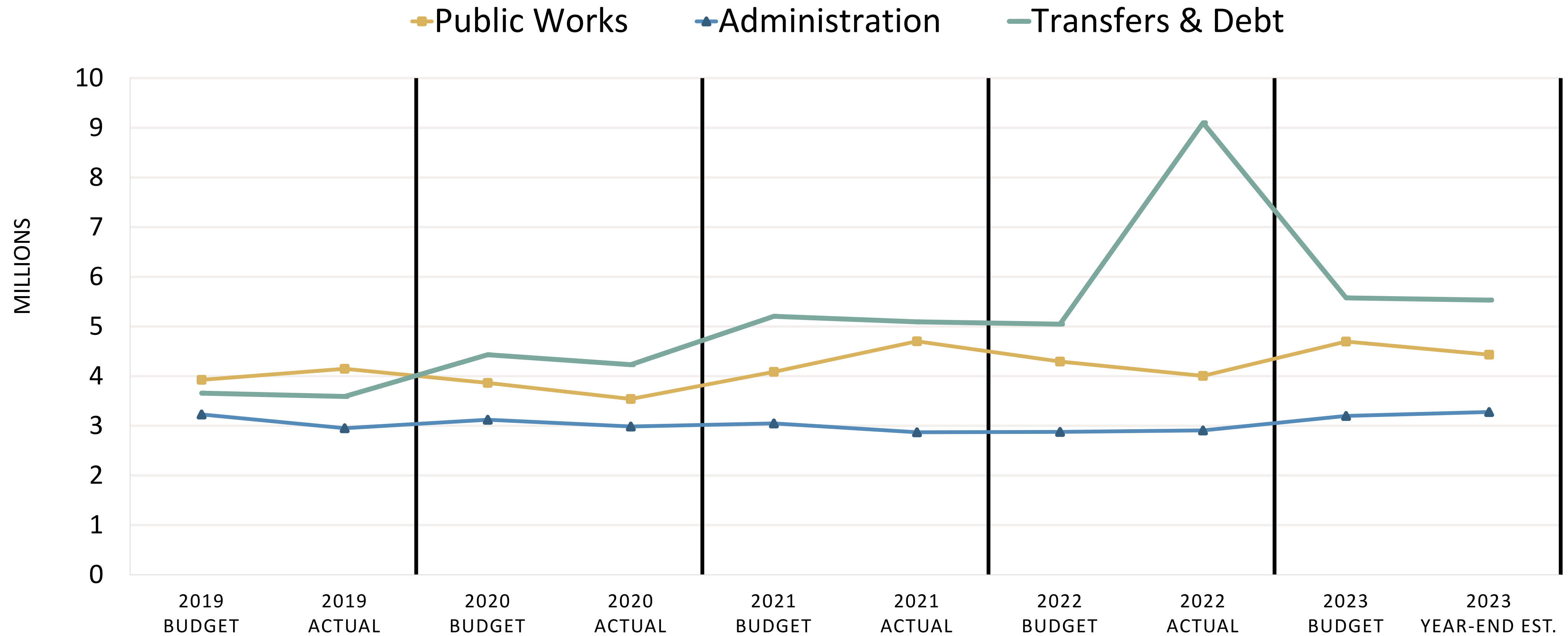
Five-Year Expenditure Review

GENERAL FUND

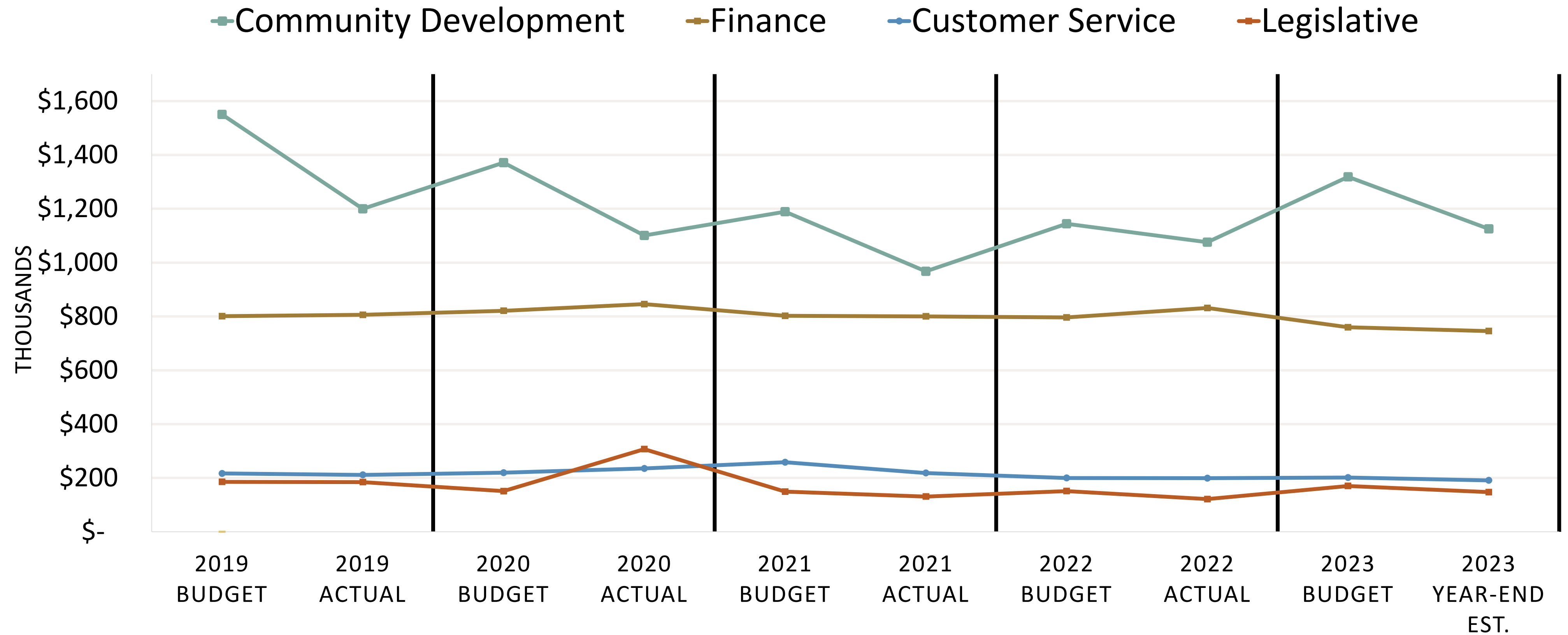
Five Year Expenditure Review - Budget vs. Actual



Five Year Expenditure Review - Budget vs. Actual



Five Year Expenditure Review - Budget vs. Actual



FY 2024 Proposed Budget

ALL FUNDS

FY 2024 Budget Overview

The FY 2024 Budget focuses on improving services to residents with the help of technology upgrades, such as a new online payment portal and online building permit software.

These upgrades will be discussed as budget memos during tonight's meeting.

The Budget also invests nearly \$15M in capital improvements, including water meters, roadways, Village facilities, and the 75th Street Lift Station.

The FY '24 Budget includes \$2M for the Public Works facility; as discussions continue, the budget will be updated to reflect these updates.

Revenues across all funds total \$57.5M, a decrease of nearly \$12.6M compared to FY '23.

The variance is due to one-time revenues such as the \$11M bond issuance for the PD/PW Facility (will be removed from y/e estimates) and \$2.27M of ARPA Funding.

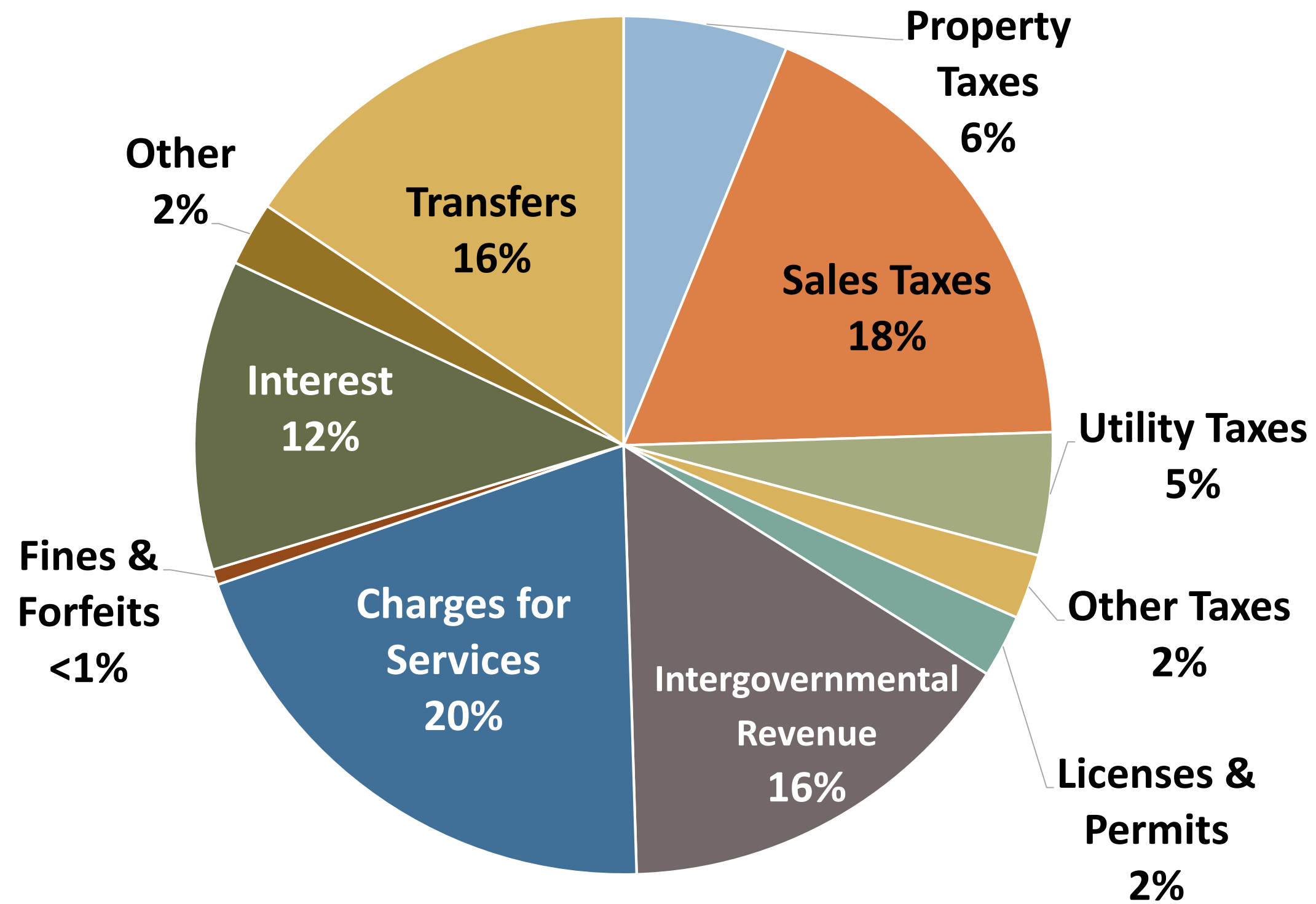
The FY 2024 Proposed Budget across all funds totals \$61M, a decrease of nearly \$20M, primarily related to the completion of the PD/PW Facility.

The General Fund FY 2024 Proposed Budget totals \$25.8M, a net increase of \$300K compared to FY 2023 Budget.

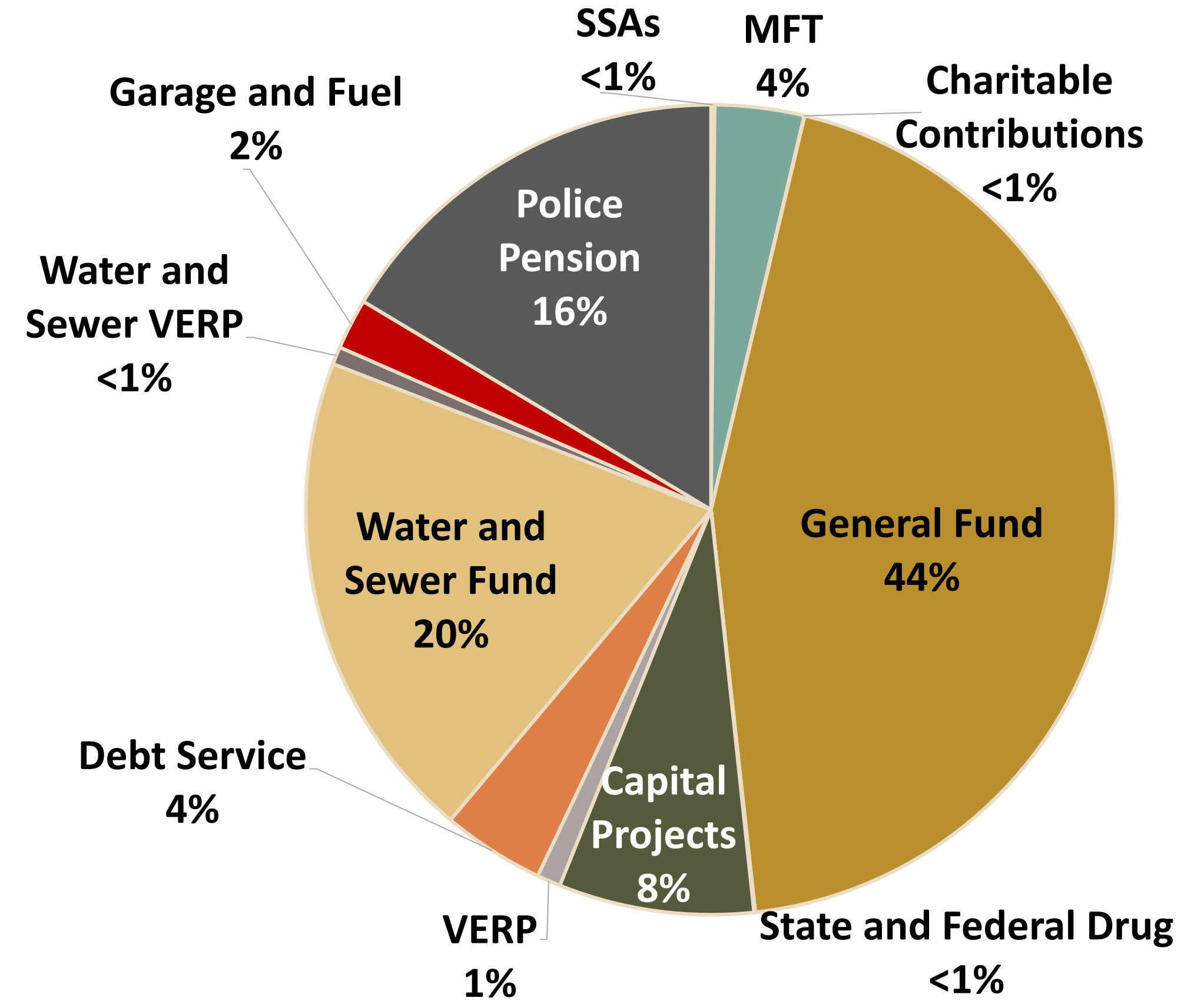
Opinions are mixed in regard to a 2024 recession. Some economists believe the Fed has achieved their "soft landing" on avoiding a recession. Others believe it is still too early to call as companies have yet to feel the full effect of the interest rate hikes.

Total Revenues All Funds - \$57,524,604

By Type

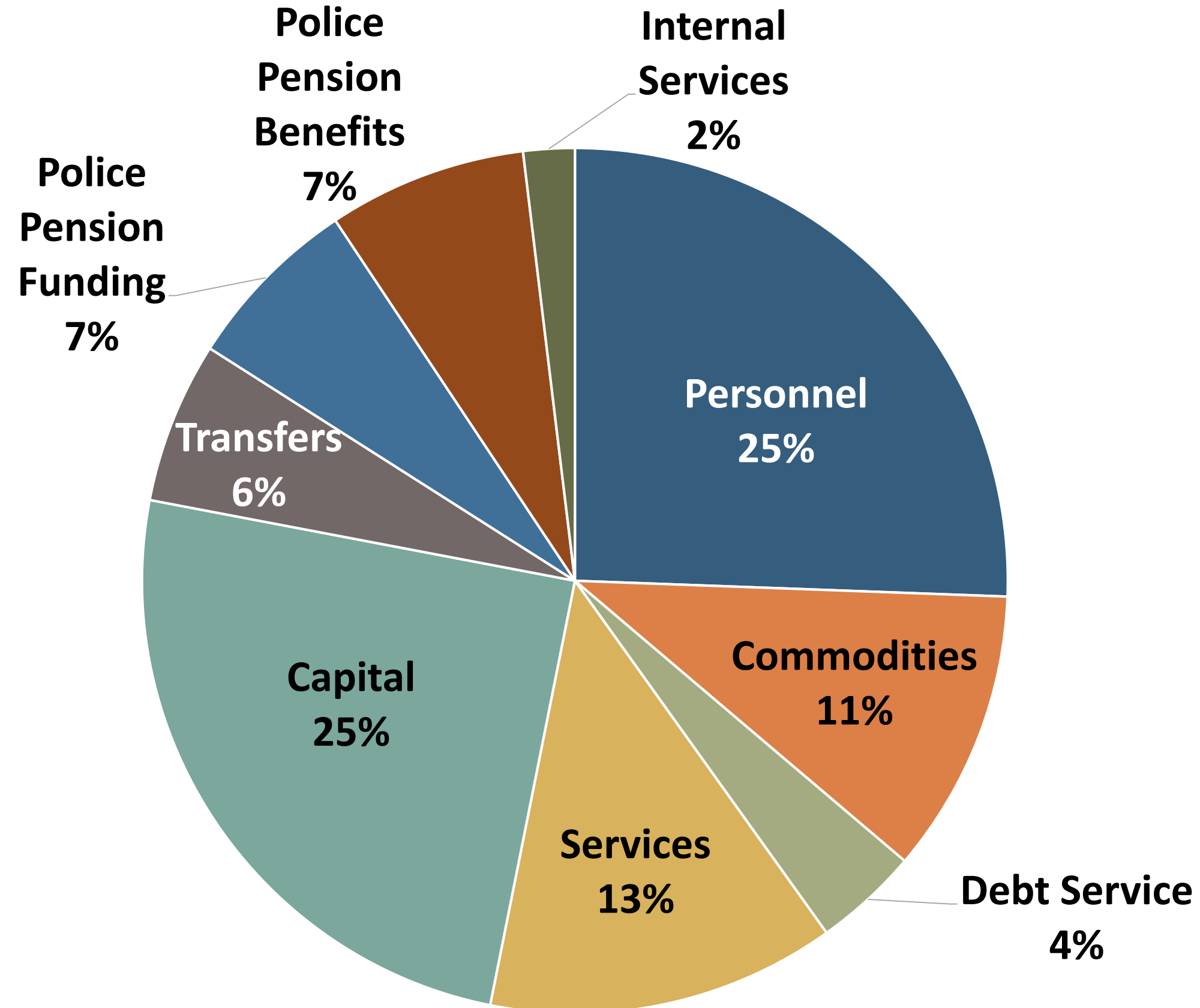


By Fund

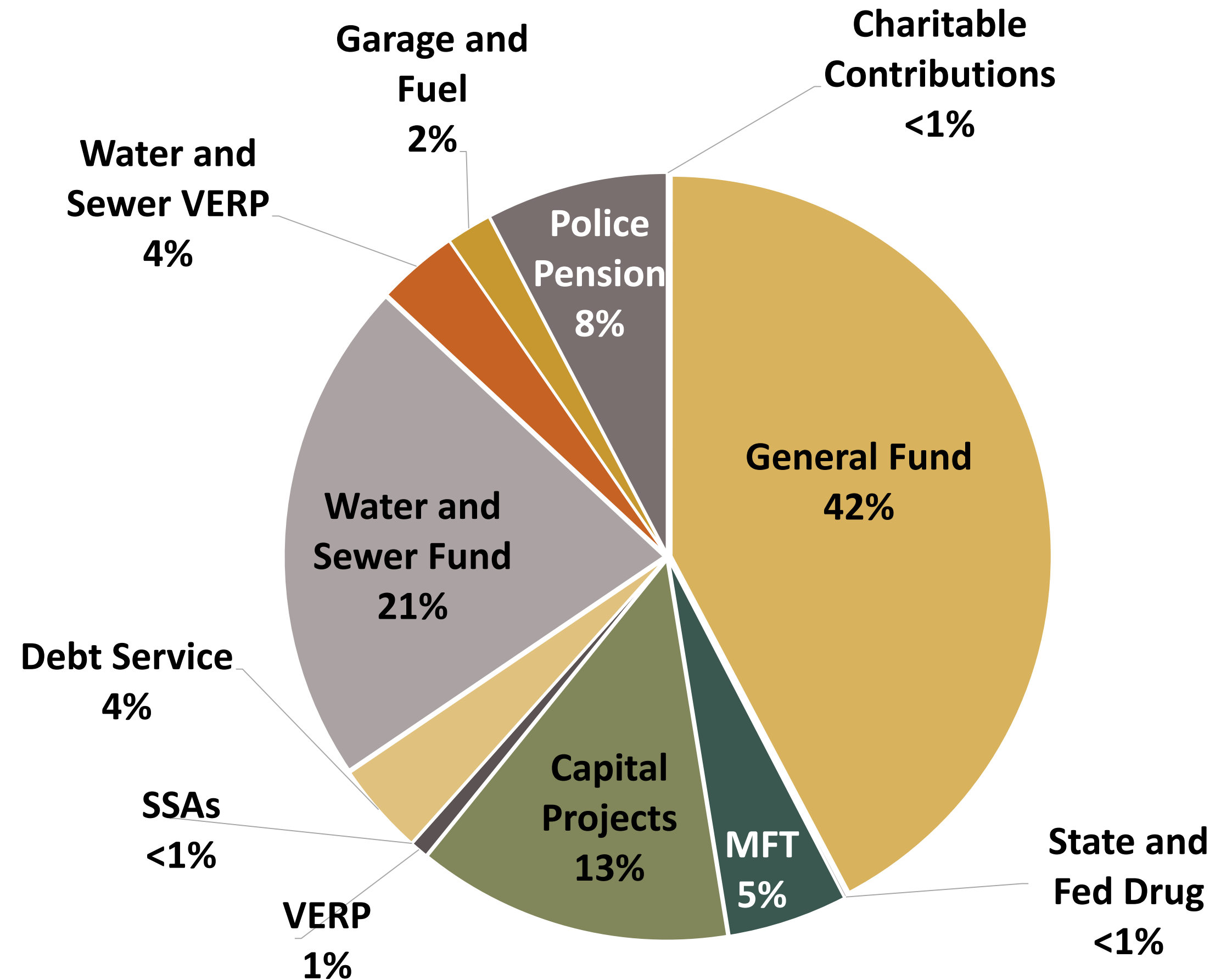


Total Expenditures All Funds - \$60,981,302

By Type



By Fund




FY 2024 Fund Summary: Non-Major Funds

	State and Federal Drug Enforcement Funds	Charitable Contributions Fund	Special Service Areas 1, 3, 5	Debt Service Fund	Vehicle & Equipment Replacement Fund	Garage and Fuel Fund
Beginning Fund Balance	\$884,469	\$320,935	\$820,326	\$285,334	\$1,543,921	\$238,470
Revenues	30,000	10,000	83,080	2,388,742	553,587	1,186,184
Expenditures	70,268	3,500	12,500	2,388,242	460,843	1,169,395
Surplus/(Deficit)	(40,268)	6,500	70,580	500	92,744	16,789
Ending Fund Balance	\$844,201	\$327,435	\$890,906	\$285,834	\$1,636,664	\$255,259

General Fund

FY 2024 BUDGET OVERVIEW

General Fund Highlights



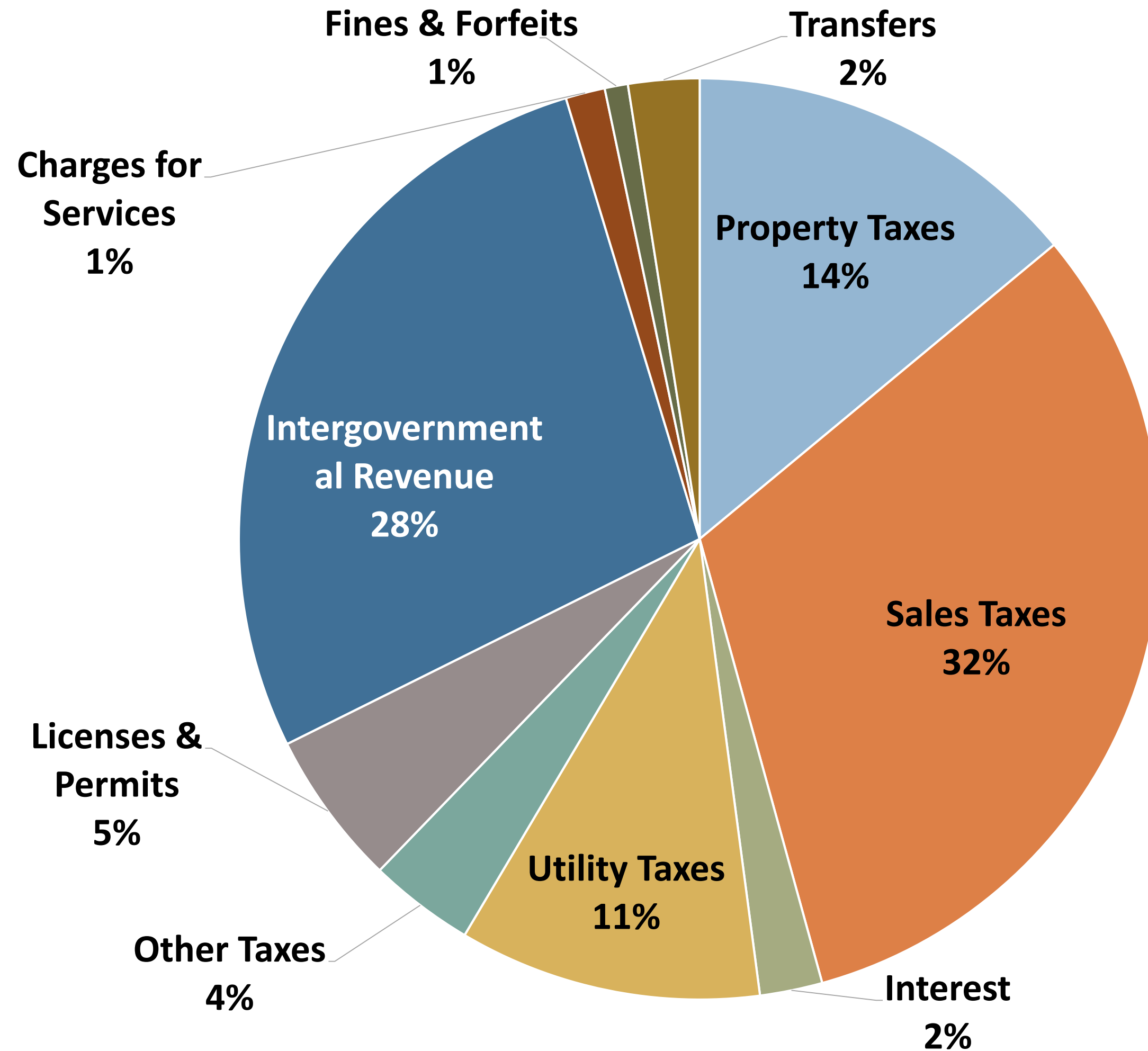
General Fund revenues are projected to be \$25.1M, a \$1.5M decrease compared to FY '23 Budget due to the removal of ARPA funding. This decline is offset by favorable state income tax, sales tax, and interest income revenues.

General Fund expenditures total \$25.8M, a net \$300K increase compared to last year's budget due to 4% and 10% increases in personnel and professional services, respectively. These increases were offset by a 15% decline in interfund transfers.

FY '24 General Fund is projected to end the year with a \$700,000 deficit (including 2023 ARPA Funds and excluding budget memos for discussion). This equates to a 77% fund balance

While the deficit has improved compared to previous years due to improved sales tax, this structural imbalance will need to be addressed in the future.

General Fund Revenues \$25,068,588



Revenues - Increases

2023 Budget vs. 2024 Budget

Revenue Source	Assumption	Increase
State Income Tax	Employment-population ratio is currently very high at approximately 61%	\$300,000
General Sales Tax	Addition of online sales tax has created a substantial increase compared to past years, but inflation has also attributed to greater expected revenues	\$177,000
State Use Tax	The combination of inflation and Online sales tax are contributing to increased revenues	\$94,000
Video Gaming Tax	More businesses are adding Video Gaming as a new revenue stream	\$50,000
Property Taxes	New Growth Capture	\$12,000

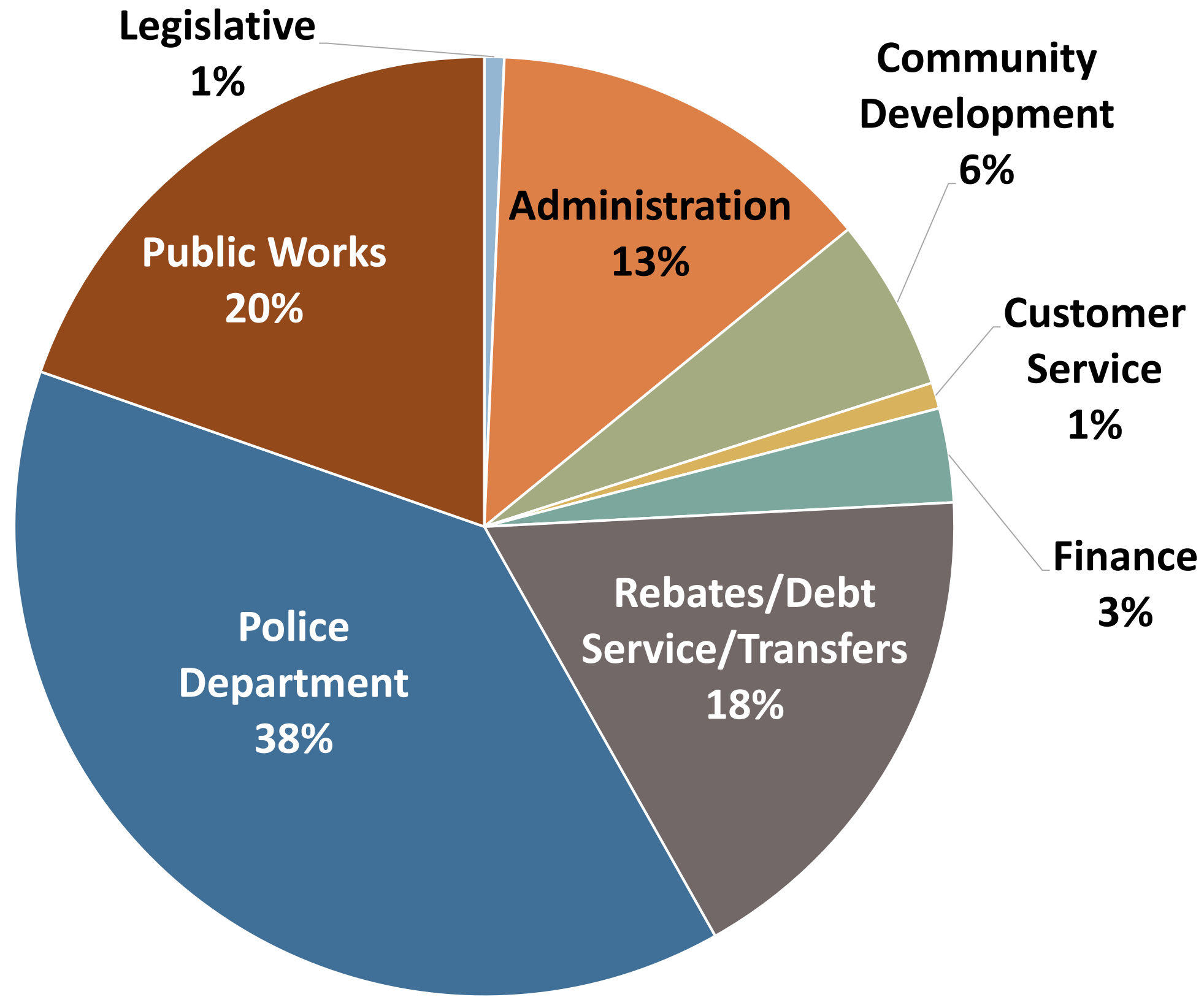
Revenues - Decreases

2023 Budget vs. 2024 Budget

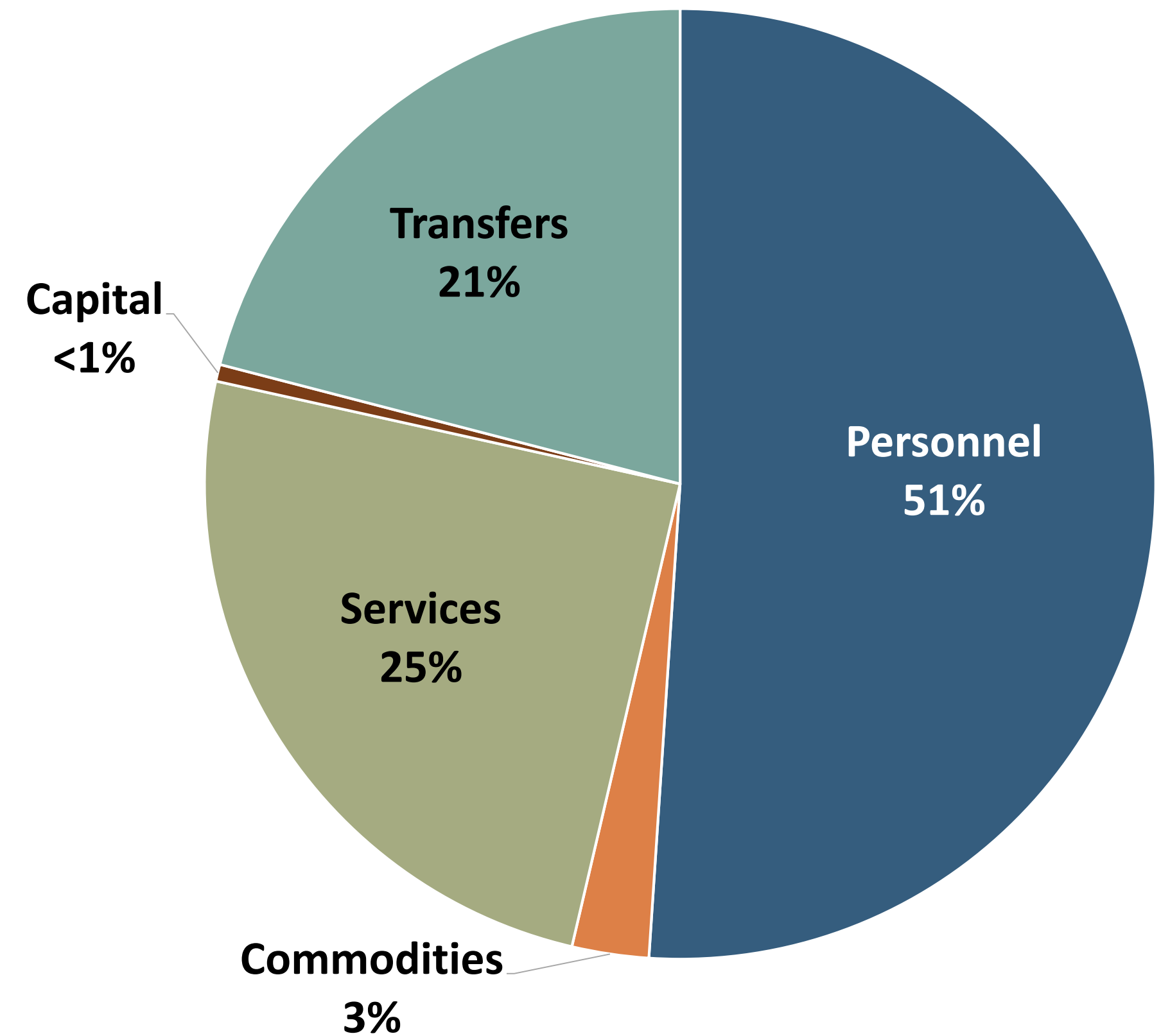
Revenue Source	Assumption	Decrease
Federal Grants	2023 ARPA distribution	(\$2.3M)
Natural Gas Utility	Natural Gas Utility costs were extremely high in 2023, and have since gone down considerably, additionally, mild weather is predicted for this upcoming winter.	(\$130,000)
State Cannabis Tax	According to IML, a decrease is expected due to a lack of out of state customers since the recent legalization of cannabis in neighboring states.	(\$30,900)

General Fund Expenditures - \$25,767,204

By Department



By Type



General Fund Expenditures

2023 Budget vs. 2024 Budget

- The 2024 Proposed Budget for the General Fund is \$25,767,204, which is 1% or \$315K more than the 2023 Budget.

	2023 Budget	2024 Budget	Variance
Personnel	\$12,611,283	\$13,153,390	\$542,107
Commodities	\$626,484	\$672,401	\$45,917
Services	\$5,779,135	\$6,393,958	\$614,823
Capital	\$144,000	\$147,550	\$3,550
Transfers	\$6,291,479	\$5,399,905	(\$891,574)

General Fund Budget Variances by Department

- HR – Addition of sergeant testing, compensation/benefit analysis and Village-wide training (\$119K)
- Legal and Liability- increase in IRMA contribution and attorney fees (\$51K)
- IT – Increase in cost of backup servicer and Canon copiers (\$26K)
- Admin – Addition of community survey and Munis training (\$26K)

Administration Department

\$228,500



- Addition of shopping center grant (\$100,000)
- Costar Subscription for Business Attraction & Retention (\$5,880)

Community Development & Customer Service

\$104,202



- Increase in audit fees (\$5K)
- Increase in professional development expenses, including IGFOA Conference fees + the addition of IGFOA Downstate Conference (\$4,000)
- Addition of desktop scanners for staff (\$3,600)

Finance Department

\$16,200



General Fund Budget Variances by Department

- Facilities - New police building impact on professional services and supplies – \$194K
- Forestry - Increase in weeding, mulching, contract mowing, planting of 50 new trees, and a new water tank \$53K
- Storm Water – Increase in mosquito abatement, street sweeping contracts - \$13K
- Traffic Control – Increase in streetlight contractor - \$13K

Public Works
\$324,400



- Administration – Estimated increase in DuComm Share -\$83K
- Garage/Fuel/VERP increases due to price of fuel and extending the life of vehicles - \$37K
- Training – increase in basic police academy - \$10K

Police Department
\$126,900



- Removal of one-time \$1M transfer to Water/Sewer Fund for water main funding – (\$1M)
- Lowered sales tax rebate to reflect actual expense (\$45K)

Rebates/Transfers
(\$1,027,500)



New Police Facility Operating Budget Impact

ACCOUNT	DESCRIPTION	FY 2023 Revised Budget	FY 2024 Proposed Budget	Variance	Explanation
FACILITIES MAINTENANCE	OVERTIME WAGES FULL-TIME	\$ 15,000	\$ 18,000	\$ 3,000	Additional OT may be needed to manage new facility
FACILITIES MAINTENANCE	OVERTIME WAGES PART-TIME	\$ -	\$ 500	\$ 500	
FACILITIES MAINTENANCE	OFFICE SUPPLIES	\$ 500	\$ 1,000	\$ 500	Addition of new campus
FACILITIES MAINTENANCE	OPERATING SUPPLIES	\$ 16,300	\$ 36,200	\$ 19,900	Increase in paper products for bathrooms and kitchens, salt, holiday lights, first aid supplies
FACILITIES MAINTENANCE	PROFESSIONAL SERVICES	\$ 161,042	\$ 249,500	\$ 88,458	Increase in contracts for HVAC, janitorial, pest control, key cards, window cleaning, fire alarm maintenance
FACILITIES MAINTENANCE	PUBLIC UTILITIES	\$ 37,500	\$ 50,000	\$ 12,500	Village facilities electric & sewer utility bills
FACILITIES MAINTENANCE	PUBLIC UTILITIES	\$ 65,000	\$ 75,000	\$ 10,000	Nicor utility bills
FACILITIES MAINTENANCE	LAUNDRY & CLEANING	\$ 6,000	\$ 12,000	\$ 6,000	Increase in Ajax contract for mats and runners
FACILITIES MAINTENANCE	REPAIR & MAINT SERVICES	\$ 31,000	\$ 34,000	\$ 3,000	Increase in electric gate maintenance
FACILITIES MAINTENANCE	PROFESSIONAL DEVELOPMENT	\$ 750	\$ 1,750	\$ 1,000	Increase in heat, cooling, electrical training
FACILITIES MAINTENANCE	CAPITAL OUTLAY	\$ -	\$ 49,000	\$ 49,000	\$20K for 7215 Building Start-up Tools/Equipment; other increases for Village Hall irrigation and PW garage heaters
FORESTRY	PROFESSIONAL SERVICES	\$ 212,000	\$ 252,540	\$ 40,540	Increase in contract mowing, weeding, and True Green services

Total General Fund Impact = \$234,400

Public Works Department

Budget Memos

1) Missing Sidewalk Evaluation (75th St. to 83rd St., IL 53 to Janes Ave.)

- Feedback Question: *Does the Mayor and Board wish to develop a policy for requested sidewalk installations?*

2) Bikepath - System History, Maintenance, On-Street Path System Evaluation

- Feedback Question: *Does the Mayor and Board wish to develop an on street bike path system? Or in lieu of developing an on street bike path system, to develop an educational / public relations effort for the public on shared use of roadways?*

3) IDOT Improvements at IL 53 and 75th St. – Sidewalk Extension

- Feedback Question: *Does the Mayor and Board want to direct IDOT to design / install a sidewalk extension or to proceed with only design /grading for future installation?*

4) Automated Water Valve Exercising Unit

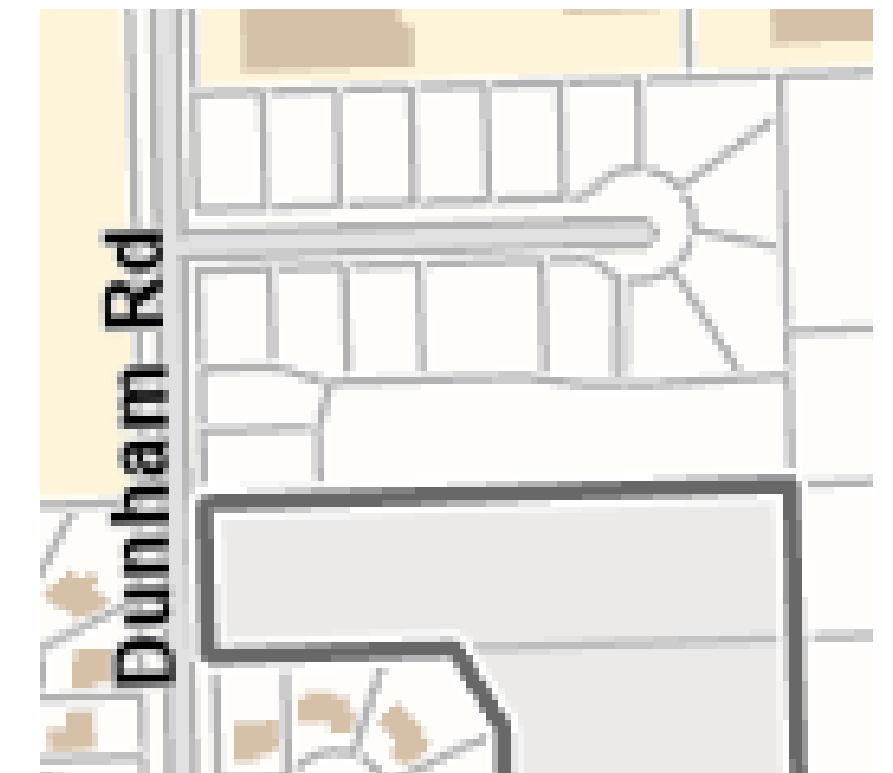
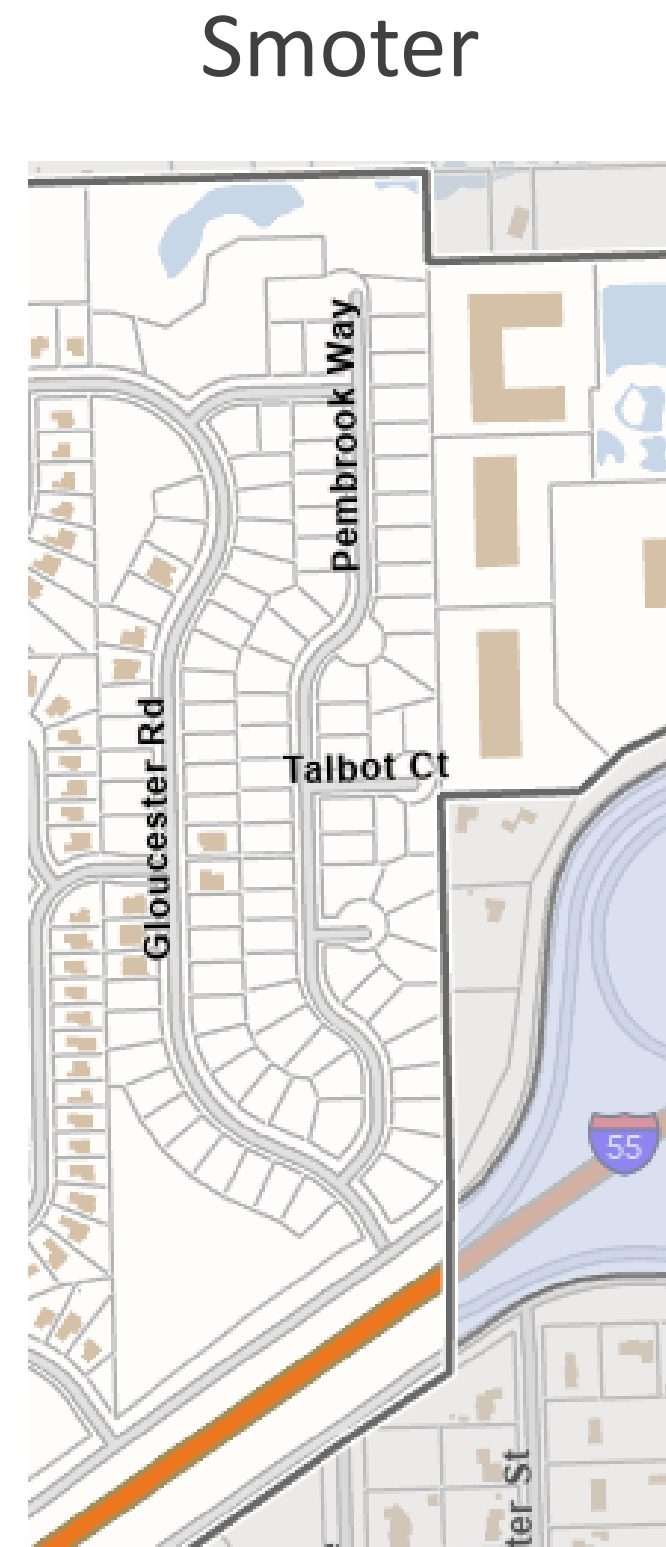
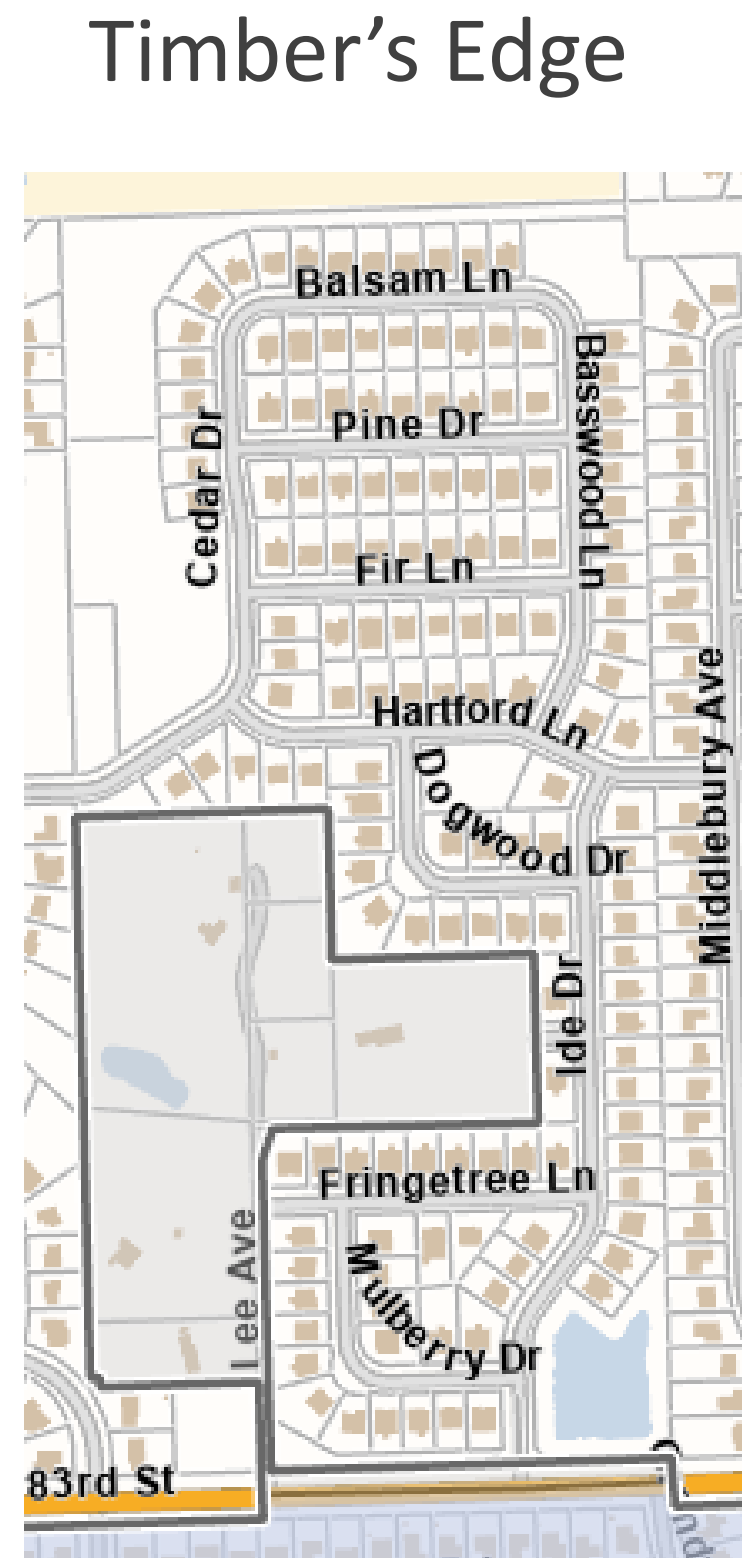
- Feedback Question: *Does the Mayor and Board support the purchase of the exercising unit?*

New Development = Additional Infrastructure

(Roads, Trees, Signs, Sidewalks, Streetlights, Water, Storm, Sanitary)



Hobson Hill



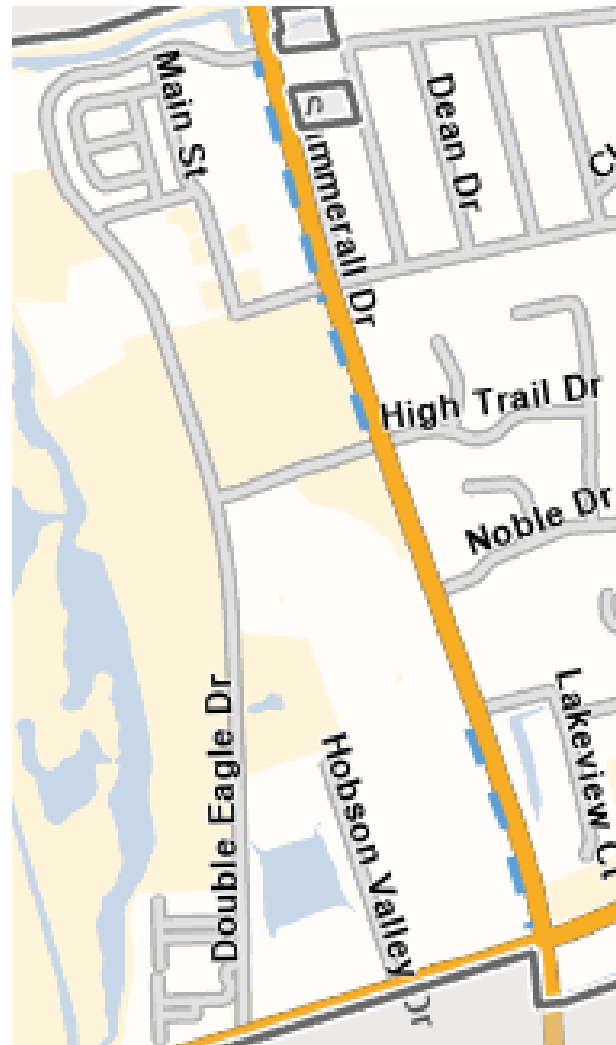
Fox Woods

Aging Infrastructure = Increasing Costs

(5 year actual costs for sidewalk repairs/replacements)

	1	2	3			
<i>Year</i>	Sidewalk Repairs	Sidewalk Grinding	MFT Sidewalk Cost	MFT Total Cost	MFT Sidewalk % of project Cost	Yearly Total Sidewalk Maint. Cost
2023*	\$184,540.00	\$16,000.00	\$ 441,031.31	\$ 2,672,917.00	16.5%	\$641,571.31
2022	\$236,925.82	\$49,946.82	\$ 284,933.66	\$ 1,730,354.30	16.5%	\$571,806.30
2021	\$ 61,367.76	\$11,186.85	\$ 214,564.75	\$ 1,442,554.49	14.9%	\$287,119.36
2020	\$ 59,610.08	\$13,375.00	\$ 200,625.22	\$ 1,440,786.47	13.9%	\$273,610.30
2019	\$ 52,467.88	\$13,112.50	\$ 255,730.58	\$ 2,113,283.66	12.1%	\$321,310.96
2018	\$ 61,478.98	\$14,766.00	\$ 262,573.47	\$ 1,613,479.04	16.3%	\$338,818.45
* 2023 costs are estimates based on 2023 budget and 2022's estimates of work						

Recent Sidewalk Connectivity Improvements



Rt. 53 - \$385,000

(Hobson to Mulligan)

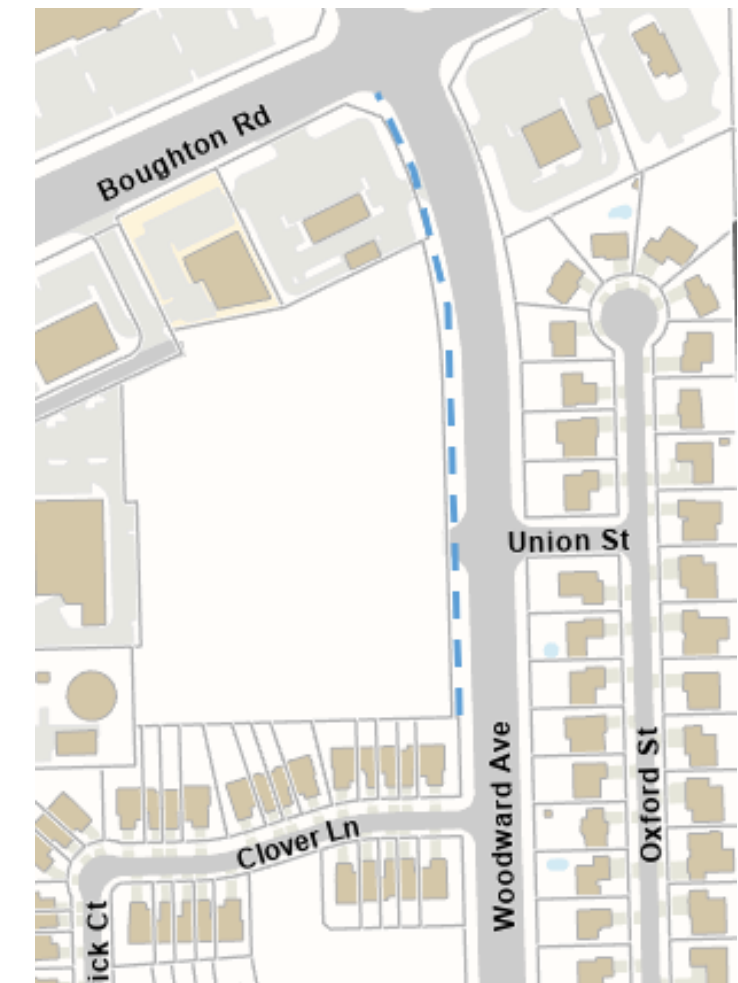
*Engineering and Construction
Costs – Pending Final Cost*



Prentice - \$45,000

(Hobson to Lamond)

*Reimbursement to DuPage Co.
Pending for Actual Costs*



Woodward - \$55,000

(Boughton to Clover)

*Reimbursement to DuPage Co.
Pending for Actual Costs*

Missing Sidewalk Evaluation

Resident Request to install sidewalk on Forest Glen Parkway (1 side of the street)

- 1,235 Feet (0.23 miles) = \$55,000 - \$70,000*

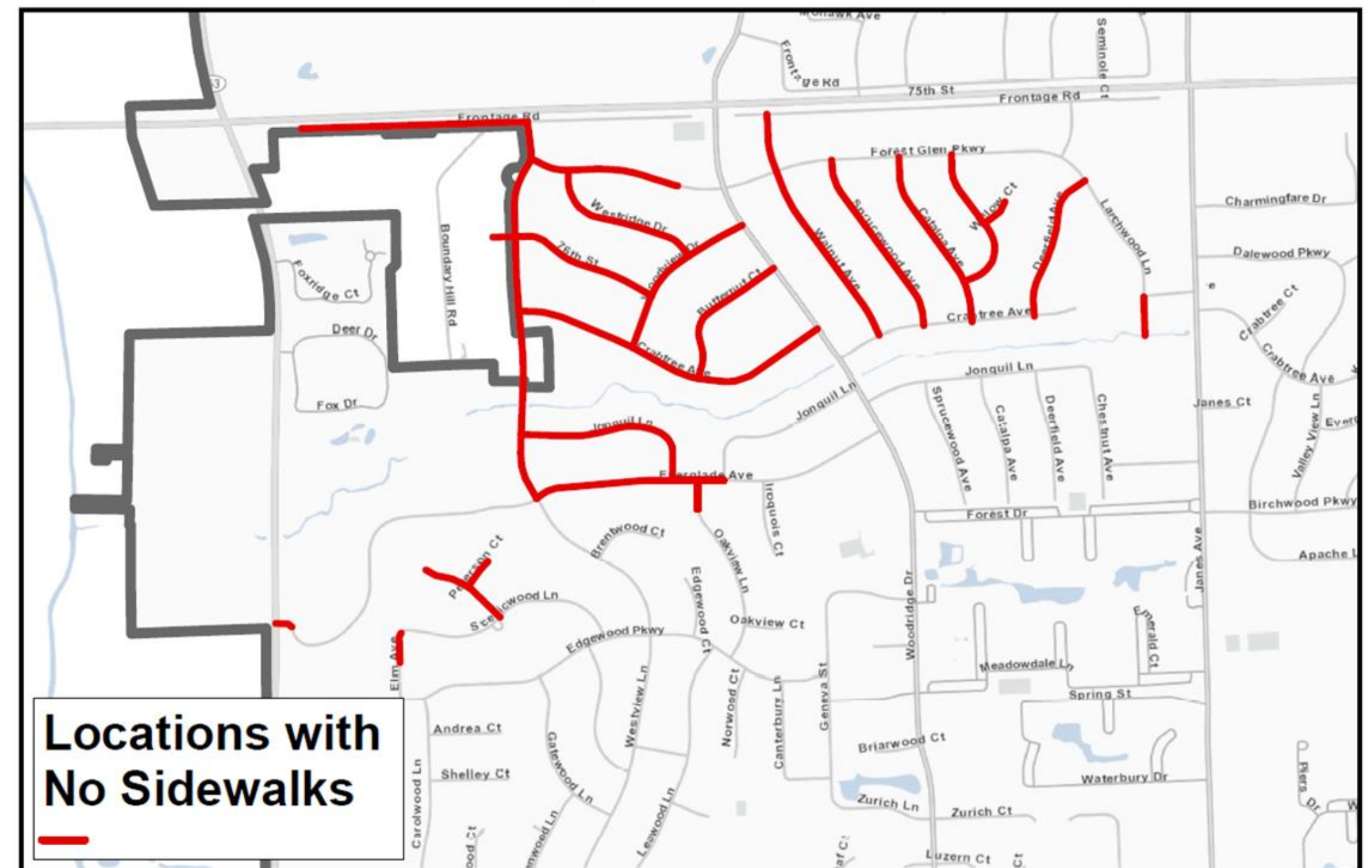
All street sections (in this neighborhood) to finish 1 side of the street with sidewalk

- 19,301 Feet (3.66 miles) = \$900,000 - \$1,100,000*

** Cost estimates are based on the unit bid prices from the 2022 Rt. 53 sidewalk extension (Hobson to Mulligan). For a 2024 project, the cost estimates should be increased by approximately 10%*

**engineering design/construction oversight is an additional 15% to the construction cost estimate*

Woodridge Sidewalk Exhibit



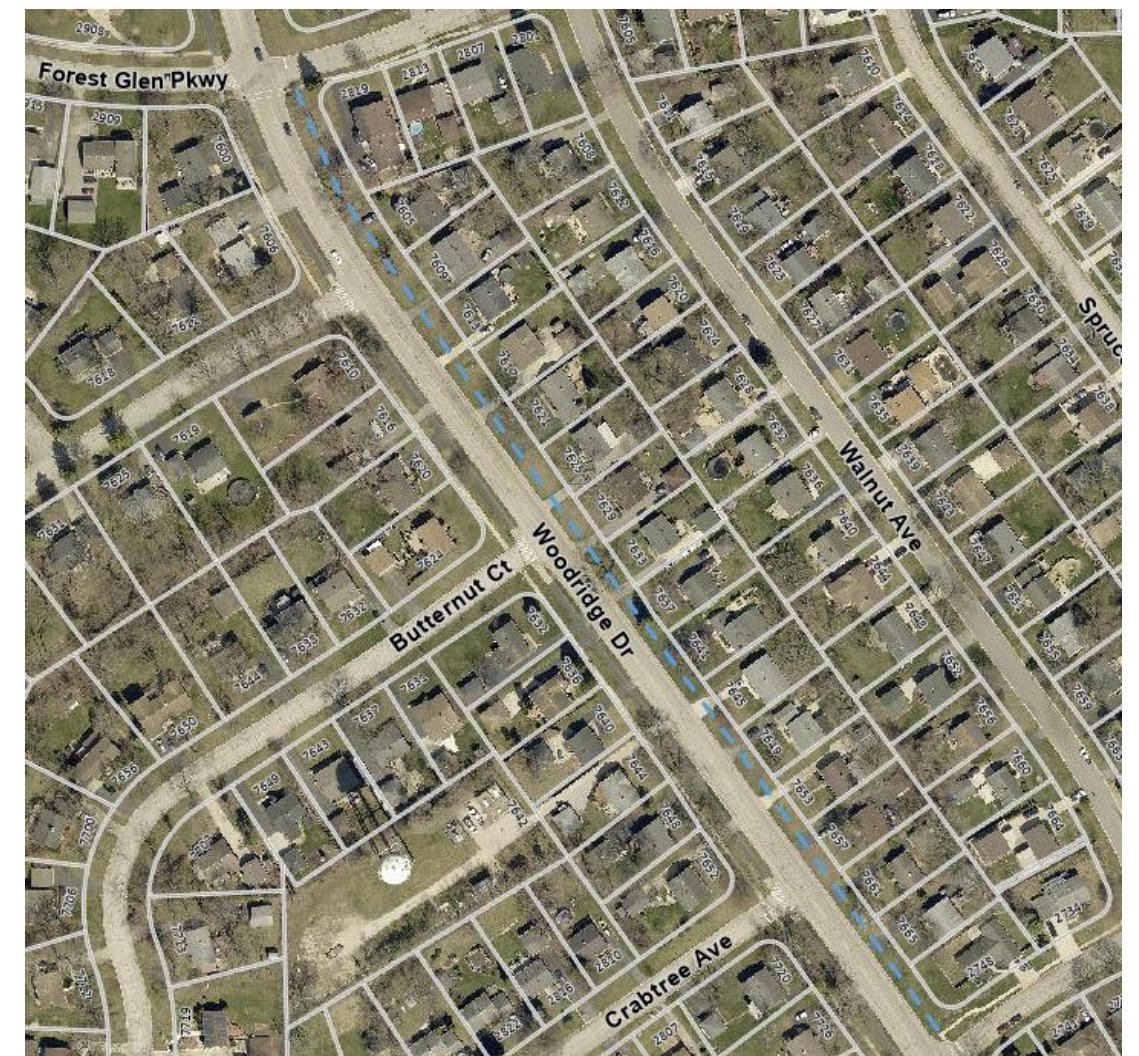
GIS
Consortium



0 0.125 0.25 0.5
Miles

New Infrastructure Installation

- New Residential / Commercial Construction
 - The developer pays for the improvements to be built
 - The buyer purchasing the property ultimately funds the cost of those improvements
- Improvements in Existing Residential Neighborhoods
 - Additional Parkway Trees – 50/50 cost share
 - Additional Streetlights – 50/50 cost share
 - Stormwater Flooding – Village improvements on public property / right of way
- New Sidewalk Installation / Existing Residential Neighborhood
 - Questions and Concerns Raised about the project impact and funding



New Sidewalk Request Process Questions – Existing Residential Neighborhood

- 1) Funding – need to determine who is participating in the cost of the project
 - Village or property owners or cost sharing arrangement between Village/residents?
 - If property owners are going to participate - Special Service Area vs. Direct Billing?
- 2) Interest – determine general interest/opposition of property owners within the designated area
 - If surveying for interest – done by the Village or by the resident making the request?
 - What is the threshold needed to proceed (51% of the property owners or a greater percentage?)
- 3) Next Steps – assuming some level of interest in the project, need to vet the project concept further
 - Topographical survey of the area – to determine location (which side of the street), utility conflicts, tree conflicts, connectivity issues, slope/ ADA issues, etc.
 - From the topographic survey, calculate a more accurate cost estimate and tree/driveway impacts
 - Determine design plan (in house vs. consultant)

On-Street Bikepath - System Evaluation

Resident request - installation of additional sidewalks on Route 53 and the creation of on street bike paths to encourage the use of bikes and cars together in the Village.

- Woodridge Bikeway System Background
- Countywide Bikeway System Background



Existing Off-Street System Rehabilitation On-Street System / Public Education

Rehabilitation Needs for the Existing Off-Street Bikepath System

- similar life cycle and maintenance / replacement as the roadway system
- \$25,000 planned for 2024 to complete an evaluation, plan, detailed cost estimates for rehabilitation
- \$500,000 planned in the following 5 year cycle for resurfacing of the existing paths

Evaluation to Develop an On-Street System / Public Education Component

- What would be the goal / geographic focus of creating an on-street path system – dictates the plan funding need
 - On Street paths in many cases will be a duplication of existing sidewalks (vs. the request for sidewalks where none exist)
- Alternative to focus on public education regarding legal requirements / courtesies between all users
 - Meets the resident's goal of changing the culture of bicyclists and vehicles co-existing on the roadway

IDOT Improvements / Sidewalk Extension (53/75th)

- Review of previous discussions for pedestrian improvements on Rt. 53
- July 2023 IDOT Discussion re. 75th/Rt. 53 Intersection Improvements
 - Dual protected left turns and dedicated right turns on all 4 legs
 - Multi-use path (blue) is no longer planned as a part of the scope (future option)
 - The sidewalk (yellow) north of 83rd is too far away so not a part of their scope
 - The sidewalk (red) south of 75th could be designed / prepped / constructed
- Options for Sidewalk (Red) – 75th to Fox Ridge Court
 - 1) Decline any pedestrian improvements to be completed by IDOT
 - 2) IDOT to design & construct / Village to own & maintain*
 - 3) IDOT to design & grade / future construction

**definition of maintenance includes future replacement and snow clearing*



Automated Water Valve Exercising Unit (\$35,000)

- Village has approximately 3,000 main line water system valves
- Proactive (exercising) and Reactive (isolation) valve operations
- Automated vs. Manual Exercising=increase output, reduce staff time/impact



Mayor and Board Feedback Discussion

1) Missing Sidewalk Evaluation (75th St. to 83rd St., IL 53 to Janes Ave.)

- Feedback Question: *Does the Mayor and Board wish to develop a policy for requested sidewalk installations?*

2) Bikepath - System History, Maintenance, On-Street Path System Evaluation

- Feedback Question: *Does the Mayor and Board wish to develop an on street bike path system? Or in lieu of developing an on street bike path system, to develop an educational / public relations effort for the public on shared use of roadways?*

3) IDOT Improvements at IL 53 and 75th St. – Sidewalk Extension

- Feedback Question: *Does the Mayor and Board want to direct IDOT to design / install a sidewalk extension or to proceed with only design /grading for future installation?*

4) Automated Water Valve Exercising Unit

- Feedback Question: *Does the Mayor and Board support the purchase of the exercising unit?*

Municipal Facility Improvements - 5 Plaza Village Hall

Managing Department: Police/Public Works

Estimated Useful Life: 30 Years

Change from Previous CIP: Change in Year



Description: In an effort to maintain the facility at 5 Plaza - Village Hall, multiple projects will be necessary over the course of the next few years. The projects include the following capital improvements:
Roof Replacement at 5 Plaza (Flat Roof): \$500,000 in FY2024
Carpet Replacement at 5 Plaza: \$100,000 in FY2025
Generator Replacement at 5 Plaza: Design \$30,000 in FY2024 and Construction at \$250,000 in FY2025
HVAC/Chiller Replacement at 5 Plaza: \$550,000 in FY2024
PW Renovations - Phase 2: \$2,000,000 (FY2024); and Generator \$150,000 (FY2024)
PW Garage Bay Door Replacements: \$200,000 in FY2025

	Five Year Capital Plan					
Cost Estimates	2024	2025	2026	2027	2028	Total Project
	\$ 3,230,000	\$ 550,000	\$ -	\$ -	\$ -	\$ 3,780,000
Total Cost	\$ 3,230,000	\$ 550,000	\$ -	\$ -	\$ -	\$ 3,780,000
Funding Sources						
State and Federal Drug Funds						\$ -
Motor Fuel Tax Fund						\$ -
TIF #2 Fund						\$ -
SSA #1,3,5 Funds						\$ -
Capital Projects Fund	\$ 3,080,000	\$ 550,000	\$ -	\$ -	\$ -	\$ 3,630,000
Vehicle Equipment Replacement (VERP) Fund						\$ -
Water & Sewer Fund						\$ -
Water & Sewer VERP Fund						\$ -
Garage and Fuel Fund						\$ -
Grant Funding						\$ -
Total Funding	\$ 3,080,000	\$ 550,000	\$ -	\$ -	\$ -	\$ 3,630,000
Annual Operating Impacts	2024	2025	2026	2027	2028	Total Project
New Revenue						\$ -
Staffing Costs (Savings)						\$ -
Facility Costs (Savings)						\$ -
Program Costs (Savings)						\$ -
Total (Costs)/Savings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Police Department

2023 Staffing

Police nationwide are facing critical challenges regarding the retention and recruitment of police officers and department employees. The Woodridge Police Department has not been immune to the staffing crisis. Since June 2022, we have lost nine officers and one civilian for the following reasons:

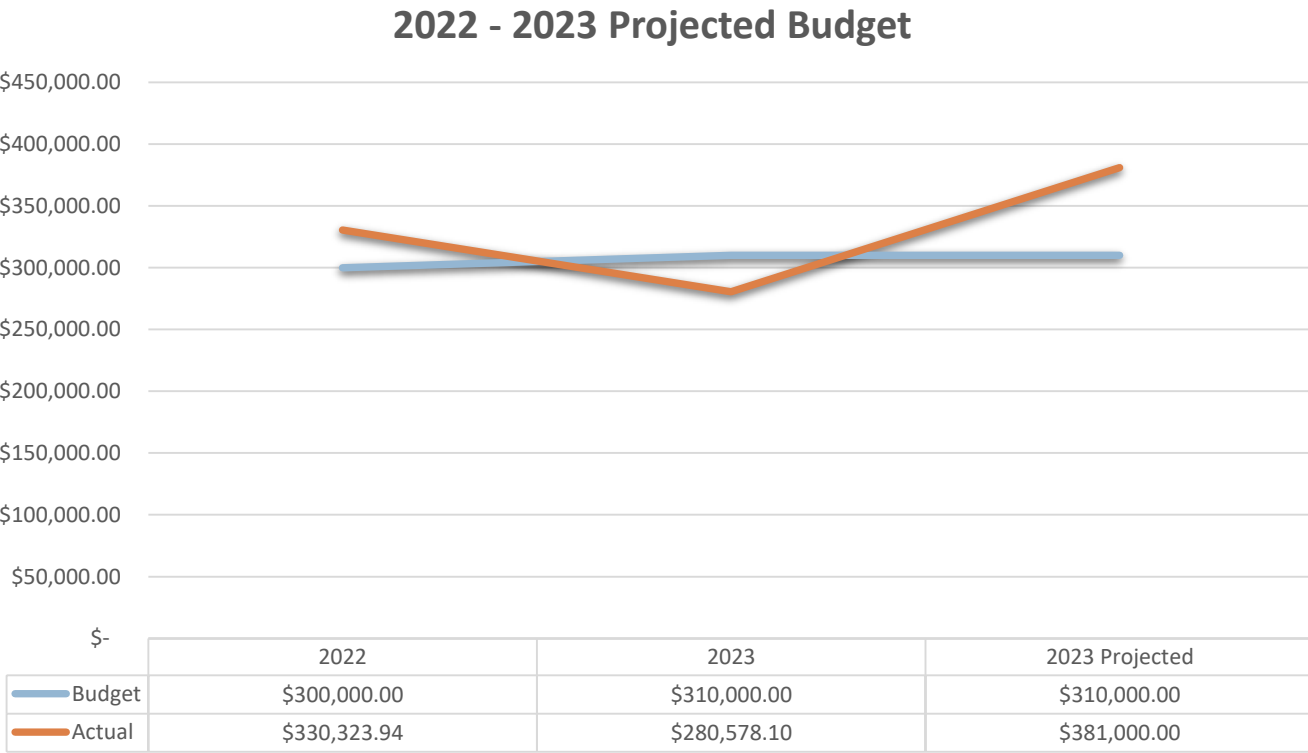
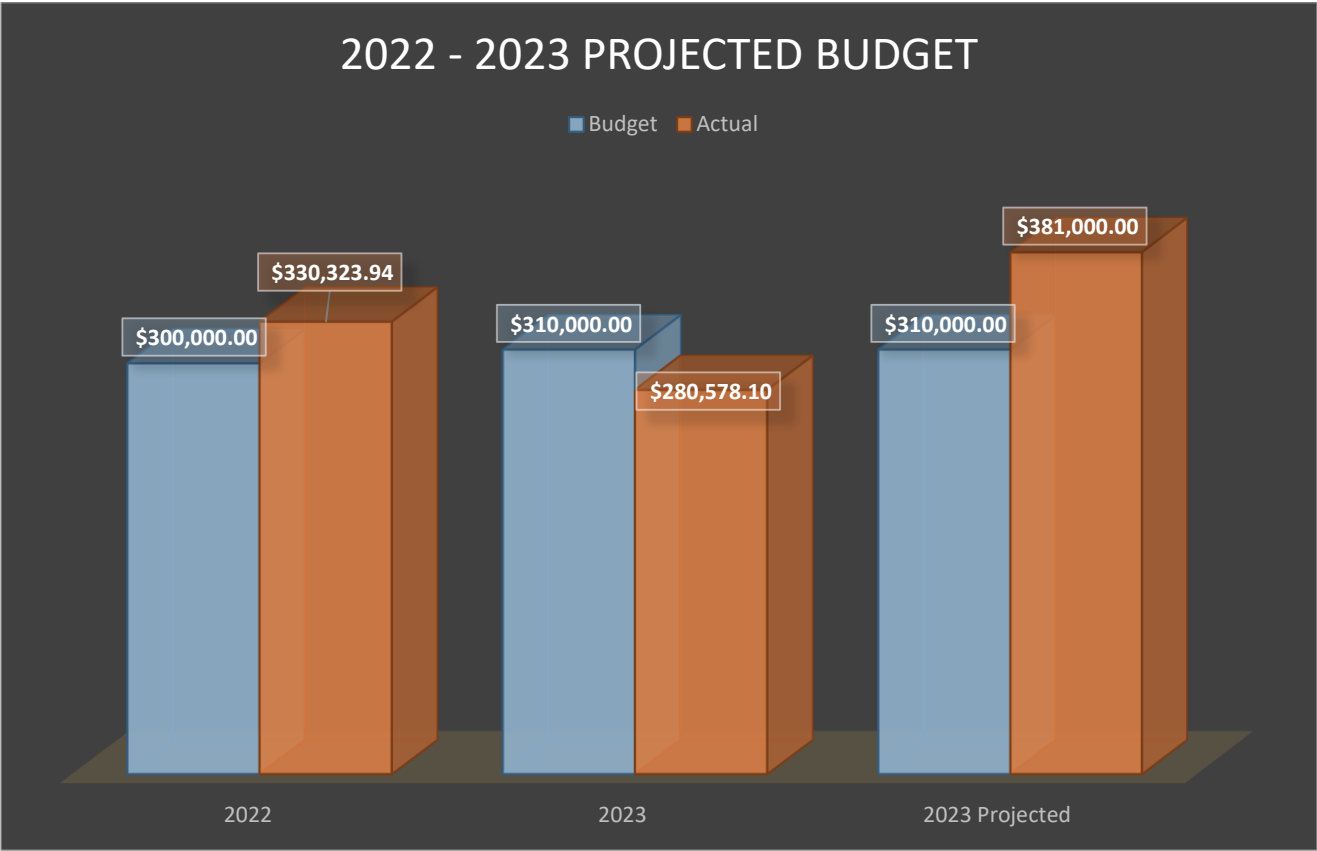
- Five retirements- (including one sergeant)
- Two officers accepted lateral positions with the City of Naperville.
- Three resignations following safety concerns in training.
 - One officer exhibited safety issues in phase 1 training
 - One officer exhibited safety issues in phase 4 training.
 - One officer exhibited safety issues in phase 3 training.
- The Management Analyst left for an opportunity with the City of Naperville.

Resulting Impact: Open positions in Community Outreach, Investigations, and Traffic.

2023 Staffing

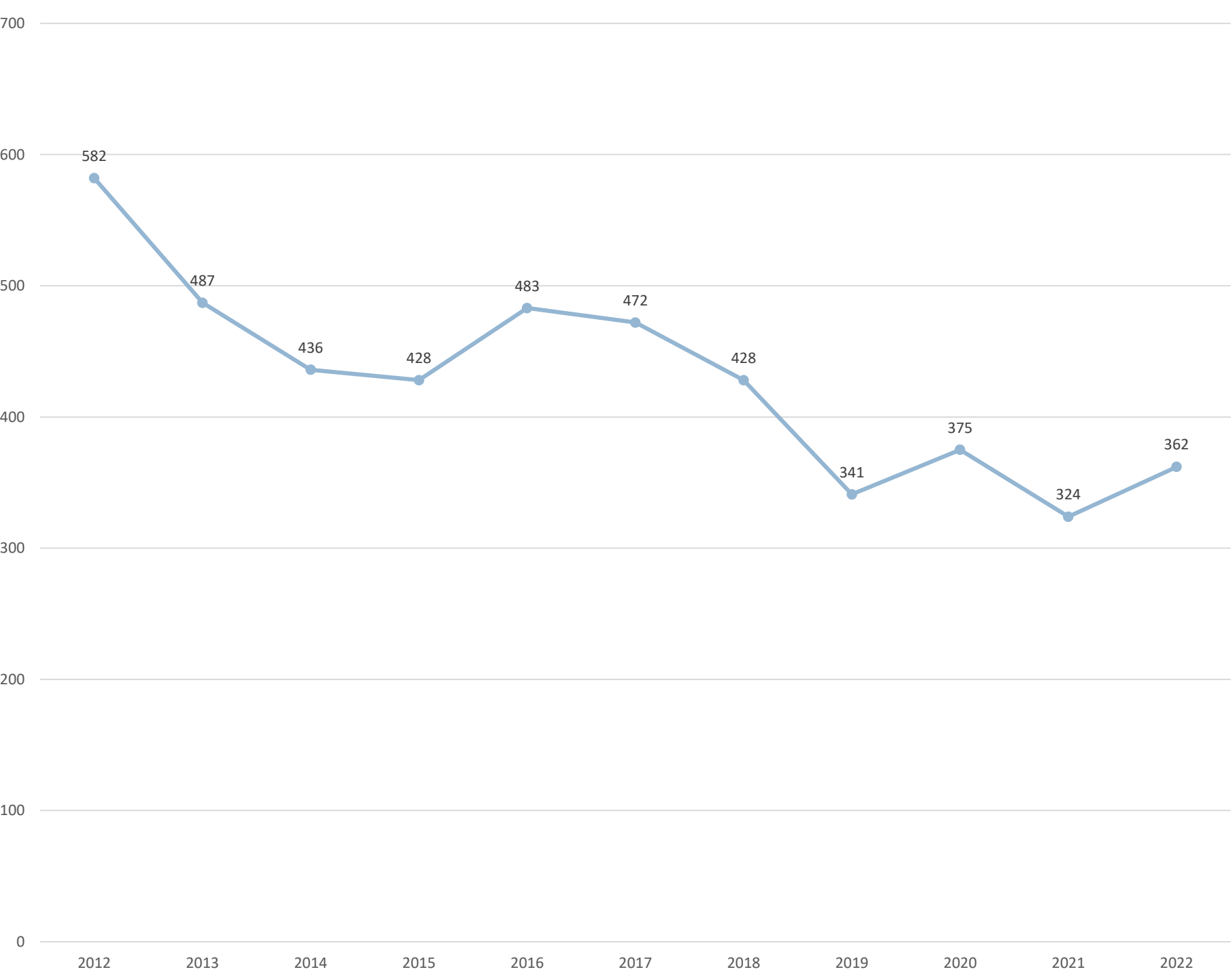
The resulting impact of the staff shortages from a budget standpoint is as follows:

- The 2022 budget was over \$30,323, or 10.1%.
- The 2023 budget as of September 15, 2023, was \$280,578 with 108 days left in the year.
- We are currently on pace to be 23% over budget with a projected amount of close to \$381,000, if we continue the current trend.

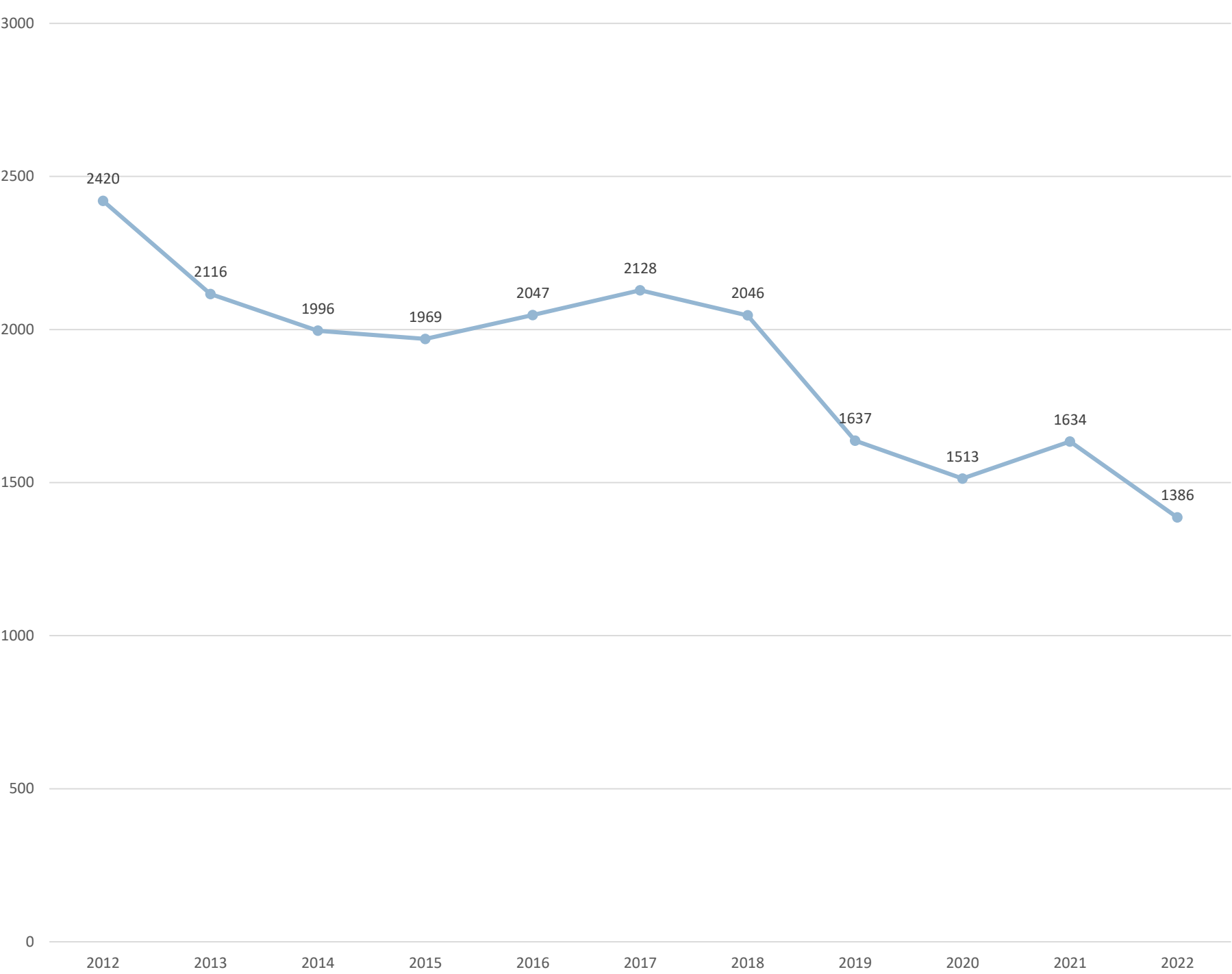


Part 1 and Part 2 Crimes

Part 1 Crimes: 2012-2022



Part 2 Crimes: 2012-2022



Budget Memo – Third Records Assistant

Consideration to change the part-time record’s position to full-time at an hourly rate of - \$22.60 – \$32.68.



	Current Part-Time status	Proposed Full-Time Status
Cost	This position is currently unfilled.	\$22.60 – \$32.68 hourly
Note	With this position being unfilled, current staffing faces challenges to meet the daily demands of the unit.	Full-time status would allow the Police Department to alleviate records-related work from the Supervisor and assist the current record’s unit daily workload demands.

New eTicketing Software

- The current system, MSI, has reached the end of life and will sunset at the end of December 2023.
- This system can write all ticket types, including:
 - parking,
 - compliance,
 - state,
 - and local ordinances.
- The system has a tow management feature to organize the vehicle towing that we may use.
- The cost increase is only \$100 more annually than our current system.
- The DACRA system is structured for the potential to conduct administrative adjudication hearings.



New FTO and Training Software

Consideration to change from the current MdE Training software to Frontline Public Safety Solutions.



	Current Software (MdE)	Proposed New Software (Frontline)
Cost	2023 cost \$1,675	Yearly cost of \$4,500
Pro:	<ul style="list-style-type: none">➤ The system we currently use.➤ Officers are familiar with the layout.	<ul style="list-style-type: none">➤ The department currently uses two of the company's modules.➤ Officers are familiar with the setup.➤ User Friendly.
Cons:	<ul style="list-style-type: none">➤ The system is not user-friendly.➤ We are not using the training portion efficiently.	<ul style="list-style-type: none">➤ The cost of the software is an increase from our current product.

New FTO and Training Software

Consideration to change from the current MdE Training software to Frontline Public Safety Solutions.



Frontline FTO Tracker

- ✓ Customization of categories and questions
- ✓ Multiple scoring options
- ✓ Accountability through an automated signature process
- ✓ Track training progress through easy-to-interpret graphs
- ✓ Trainee timeline to visualize progress from day to day.

Frontline Training Tracker

- ✓ Manage all training mandates.
- ✓ Allow employees to request training.
- ✓ Create training courses, events, and send invitations to employees.
- ✓ Manage range, defensive tactics, and armory.
- ✓ Run reports on expenses, mandates, schedules, etc.

Budget Memo – Virtual Reality Training Simulator

Consideration of purchasing the following piece of equipment:



Virtual Reality Simulator

• \$75,000

	Current	New System
Training Scope	Studies show that new officers received an average of 154 hours of firearms and defensive tactics training at the academy and 18 hours of de-escalation training.	Officers can be trained on more crisis intervention and de-escalation.
Delivery	Class room setting with some live scenarios.	Live scenario training focused.
Flexibility	Officers can be trained only when classes offered.	Can be trained routinely at any time.
Affordability	Cost of the class, travel, Overtime coverage.	More streamlined, no travel required, minimal overtime.

Budget Memo – Virtual Reality Training Simulator

Consideration of purchasing the following piece of equipment:



Virtual Reality Simulator

• \$75,000

Other Uses for the Virtual Reality Simulator System

- ✓ Incorporate Virtual Reality training scenarios into the FTO program.
- ✓ FTO trainers can use the VR system for corrective action if their trainees require it.
- ✓ Replay critical scenarios that have previously occurred.
- ✓ Train for high-risk, low-frequency scenarios.
- ✓ Officers who need performance improvement.
- ✓ Citizens Police Academy use.
- ✓ CSO training.

Capital Project — Virtual Reality Training Simulator

Below are videos of Officer Krawczyk testing out the Inveris system and a CBS news report on the Apex Officer system the Aurora Police Department uses:



Aurora PD Apex Officer Demo



Community Development Department

Budget Memos

1. Building Inspector-Part Time

2. Consulting Budget

3. Code Enforcement

4. E-Permitting

Capital Projects

1. Comprehensive Plan Update

Finance Department

Budget Memos

ClearGov Software – Budgeting, Transparency,
& Digital Budget Book

Tyler Technology Services

ClearGov Software

Operational Budgeting Module

- Contains all revenue and expense information by Fund
- Dashboard provides financial summary and history in real time by fund, department and account.
- Users can create sub accounts, add notes and attach PDF reports to any budget line item
- Supervisors can approve/decline budget requests.
- Replaces the MUNIS budget process
- Module can be updated to show financial effect of changes in Personnel and Capital.

ClearGov Software

Personnel Budgeting

- Maintains all employee payroll detail used for budgets
- Staff can request new positions using the software
- Budget can be cloned and used to run various scenarios (Salary increase, benefit changes, etc.)

Capital Budgeting

- Maintains all existing capital budget items with project revenue and expenses, 5 year projections and project descriptions.
- All capital requests are tracked in the module. Dashboard shows the funding status of all projects in the 5 year summary.
- Budget can be cloned and used to run various scenarios.

ClearGov Software

Digital Budget Book

- Allows staff to create the budget book in the software and link it to the Village website.
- Any change made in the operational, personnel or capital budget modules are automatically updated in the Budget book.
- Software creates the actual budget book and updates title pages, page numbers and page formatting automatically.
- Budget book can be saved and a new book created for the subsequent year. Staff will update narratives and add any new schedules. Existing links will be updated by the software.

ClearGov Software

Transparency

- ClearGov provides a demographic summary for the website pulled from US census info
- Changes in the other modules automatically update the reports in the transparency module.
- Staff can create custom reports

Budget

- Annual subscription cost- \$45,240
- Set Up Cost- \$11,700
- Note: Current budget has \$8,550 for existing transparency module.

Tyler Technology Services

Tyler Payment/Resident Access

Water Payment Portal – Citizen Self-Service (CSS)

Current system issues

- Citizens unable to login
- Payments often can't be processed due to system “glitches”
- Residents can't reset password without assistance of Woodridge IT staff
- Village can't take credit card payments over the phone (Red Flag Rules)

Tyler Upgrade

- Residents will be able to login in to their account, access all info, payment history, etc. and make payments
- Allows additional payment options

Tyler Technology Services

Tyler Notify

- Communications with Residents
 - Software allows messaging to Village residents.
 - Water Main break/Boil Orders
 - Water Shut Off Notices/Past Due Payments
 - Messages to residents can be sent by phone, e-mail or secured text message.
 - Messages can be done by block, neighborhood or full Village using GIS.
 - Module offers an Interactive Voice Response (IVR) phone system
 - Customizable voice recorded messages
 - Allow resident access to account information using an automated phone system
 - Residents can make credit card payments over the phone

Tyler Technology Services

Tyler My Civic

- Mobile App for residents, businesses, vendors, etc.
 - Access to water account
 - Another method of communication with residents
 - Other modules can be added in the future (Permits, Business Licenses)

Staff Recommendation

- Tyler Payments/Resident access – Top staff priority
- Applications can be implemented at different times

Tyler Technology Services

Budget

Tyler Payments/Resident Access

- Annual Cost \$ 3,800
- Set Up Fees \$ 8,400
- Transaction Costs \$25,000
- Current transaction costs \$20,000

Tyler Notify

- Annual Cost \$6,000
- Set Up Fees \$3,500
- Includes 30,000 messages and 1,000 minutes
- Additional messages/minutes can be purchased

Tyler My Civic

- Annual Cost \$8,000
- Set Up Fees \$9,000

In Summary

Decision Points – Budget Memos

Request	Budget Impact	Included in Budget
1) Sidewalk Request Policy	\$55K - \$1.1M	No
2) Bike Path System Evaluation a) Existing Off-Street System b) On-Street System	2a) \$25,000 in 2024; \$400K in 2025-2028 b) TBD	2a – Yes 2b - No
3) Route 53/75 th Street Sidewalk Extension	TBD	No
4) Automated Water Valve Exercising Unit	\$35,000	No
5) Records Assistant Request	\$47,000 - \$68,000	Yes
6) Virtual Reality Training Simulator	\$75,000	No
7) PT Building Inspector	\$72,000	Yes
8) Consulting Budget	\$7,000 - \$22,000	No
9) Code Enforcement Program Expansion	\$20,000-\$40,000	No
10) Permitting Software	\$109,000 + \$30,200 one-time startup cost	No
11) ClearGov Software	\$45,240 + \$11,700 one-time startup cost	No
12) Tyler Technology Services	\$12,000 - \$38,700	No

Decision Points – Budget Memos

Request	Budget Impact	Included in Budget
1) Special Events and Community Engagement Initiatives	\$28,300	Yes
a) Public Art	L: \$100-\$500; M:\$1,000-\$7,000; H:\$10,000-\$20,000	No
b) Brew Fests	L: \$3,000-\$5,000; M-H:\$7,000-\$28,000	No
c) Holiday Events	L: \$100-\$500; M: \$1,000-\$3,000 H: \$5,000+	No
d) Restaurant Week	L-M: under \$1,200; H: \$1,200-\$3,000+	No
e) Parade	L-M: \$500-\$1,000; H: \$10,000	No

Key Takeaways on FY 2024 Budget

Departments are focusing on improving and streamlining service delivery through technology.

Thank you for your thoughtful feedback on the department budget requests for these items. They will be added to the budget, if applicable and updated budget summaries will be provided.

Total capital improvements across all funds is \$15.6M in FY 2024. Capital investment through the next five years totals nearly \$39M.

Some notable projects include Electronic Message Board replacements, License Plate Readers, 75th Street Frontage Road Resurfacing, Municipal Facility Improvements for 1 and 5 Plaza, as well as the 75th Street Lift Station Cabinet Replacement.

Inflation has cooled and is projected to end the year at around 2%, many economists agree that the Fed has achieved a “soft landing” on avoiding a recession. While others say higher interest rates will have a significant impact on corporations.

Thanks to improved revenue performance and a lower police pension contribution, the General Fund deficit is significantly lower than prior years. However, this structural imbalance still exists and will need to be addressed in the coming years.

Next Steps

October 5: Budget Workshop II (if needed)

October 19: Water Rate Workshop

November 2: 2023 Tax Levy Determination

November 16: FY 2024 Budget Public Hearing and Adoption

November 30: 2023 Property Tax Levy Public Comment and Adoption