



Friendship Park, Downtown Main Street

Village of Downers Grove, Illinois

Municipal Budget Community Investment Program

2023



801 Burlington Avenue
Downers Grove, IL 60515
downers.us

2023 ADOPTED BUDGET TABLE OF CONTENTS



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**Village of Downers Grove
Fiscal Year 2023
Adopted Budget**

Village Manager's Budget Message

Introduction

The Municipal Budget is the Village's annual implementation plan of its mission and strategic goals. The purpose of the budget is to align everyday operations and Village resources with community priorities outlined in planning documents such as the Long-Range Plan and the Comprehensive Plan. The FY23 Budget is consistent with the Village's strategic goals, specifically the goal to be a *Steward of Financial, Environmental and Neighborhood Sustainability*.

The budget will be reviewed and discussed over multiple meetings in an open, transparent and participative process. The budget review process provides ample opportunity for dialogue among community members, the Village Council, and staff in a series of public meetings.

Budget Review and Approval Schedule

Budget Discussion	Tuesday, November 1
Budget Discussion at Coffee with the Council (Fire Station 2)	Saturday, November 12
Budget Discussion & Public Hearing/ Motion to Estimate Levy	Tuesday, November 15
Budget Discussion/Tax Levy Public Hearing	Tuesday, December 6
Adopt Budget and Tax Levy	Tuesday, December 13

Village Budget Reflects Planning Documents and Reports

The Village's annual budget is the implementation document for plans and studies that have already been discussed or approved including:

- Long-Range Plan 2021-2023 with 2022 Update
- Comprehensive Plan 2017 Update
- 2021 Stormwater Plan
- Water Rate Study 2019 Update

FY23 Budget Overview

Sustainable General Fund: The General Fund is budgeted to be sustainable with revenues of \$58.38 million and expenses of \$57.97 million. The ending fund balance is budgeted to increase by just over \$415,000 to \$22.6 million, approximately 39.0% of annual expenses, - an amount consistent with S&P's guidelines to maintain the Village's AAA bond rating. The increase in fund balance is intended to allow the Village to reduce the impact to property tax payers of the FY24 expected required contribution to the public safety pensions. The fund balance will increase by \$415,000 in FY23 allowing the Village to contribute that amount to the public safety pensions in FY24, offsetting the expected increase in property tax (See page 4-2).

No Change in the Total Property Tax Levy: The FY23 property tax levy of \$16.89 million is the same as the FY22 levy. The amount a typical property pays to the Village in property taxes will remain at approximately \$775. The levy for required contributions to the public safety pension will decrease by \$415,106 and the operations levy will increase by the same amount. This flat levy approach is intended to allow the Village to reduce the impact to property tax payers of the FY24 expected contribution to the public safety pensions by levying \$415,106 less in FY24 than would otherwise be required (See page 4-5).

Funding for the Civic Center Project: The Budget provides funding for the Civic Center Project which will result in the construction of a new building on the Civic Center property consisting of a Police Station, Village Hall and School District 58 administrative offices. The total project budget is \$60.4 million. Costs will be incurred in 2022, 2023 and 2024. FY23 expenses are expected to be \$43.7 million and are reflected in the budget for the Major Building Fund. The A2023 debt service payment of \$1.28 million is included in the Debt Service Fund. Due to a budgeted \$1.37 million transfer from the General Fund to the Debt Service Fund, no increase in the property tax levy is required to make the debt payment. (See pages 4-17, 18)

\$19.4 Million Investment in Infrastructure: The FY23 Budget allows for continued substantial improvements in the Village's infrastructure systems. The investment includes \$5.0 million in streets, \$3.6 million in stormwater, \$6.4 million in water and \$1.5 million in sidewalks. The improvements are designed to reduce the total life cycle costs of owning and operating the infrastructure systems. (See page 6-5)

Village Manager's Budget Message

Creation of Two New Full-time Positions: Two new full time positions will be added in 2023. An ERP Systems Administrator will be responsible for maintaining the new Enterprise Resource Planning system. A Public Works Management Analyst will be responsible for supporting and administering capital projects (streets, sidewalks, stormwater and water projects). Several part-time school crossing guards (3.60 FTE) have been removed from the staffing plan. The school crossing guard services are now provided by a private firm under contract with the Village. With the addition of two positions and privatization of the crossing guard positions, the Village's total staffing for FY23 is 302.75 FTE - a net decrease of 1.60 Full-Time Equivalent positions. (See Section 7)

Increase in Funding for Vehicle Purchases: The budget includes \$4.6 million for vehicle and equipment purchases. The number of replacement vehicles purchased in the past three years has been reduced due to financial considerations and supply chain issues. In 2020 and early 2021 the Village deferred the purchase of vehicles as part of the COVID-19 Pandemic Financial Response Plan. In late 2021 and 2022 the Village has been purchasing replacement vehicles. However supply chain issues have reduced the number of vehicles available. Many vehicles ordered in 2022 will not be delivered until 2023 (expenses will be incurred in 2023). The FY23 Budget calls for nearly \$4.6 million in vehicle and equipment purchases to allow the Village to pay for vehicles ordered in 2022 and continue to replace vehicles in 2023. (See page 4-30)

\$940,000 of Funding for Economic Development Corporation and Downtown Management Corporation: The budget includes \$540,000 in funding for the Downers Grove Economic Development Corporation and \$400,000 in funding for the Downtown Management Corporation. These amounts are consistent with the budgets that were prepared by the organizations. Both of these partner organizations will be requesting funding from the Village to support their operations. Historically these organizations were funded automatically based on formulas with the EDC receiving 50% of hotel tax revenue and Downtown Management receiving all of the property tax levy from Special Service Area #2 that was not directed to the Downtown Tax Increment Financing Fund. Beginning in FY22, Village funding is based on requests submitted by the partner corporations. (See pages 5-22 and 4-9)

Closing Out the FY22 General Fund Budget

The FY23 Budget is affected by the performance and management of the FY22 Budget. FY22 General Fund revenues are estimated to be nearly \$4.5 million higher than budget, driven primarily by strong performance in Sales Tax and related revenue, Income Tax and Ambulance Fee revenues. FY22 General Fund expenses are estimated to be about \$60,000 higher than budget. This budget performance allows the Village to transfer \$3.8 million to other funds to address identified financial needs. Transfers include:

- \$1.9 million transfer to Equipment Replacement Fund to cover increases in the cost of purchasing vehicles
- \$1.9 million transfer to the Risk Fund to help pay for an increase in the cost of claims

	Revenue	Expenses	Ending Fund Balance
FY22 Bud	\$54.38	\$54.38	\$21.57
FY22 Est	\$58.88	Before Transfers \$54.44 <u>Transfers \$3.8</u> After Transfers \$58.24	\$22.21

General Fund

The General Fund is the main operating fund of the Village and includes funding for the majority of Village services. The General Fund is budgeted to be sustainable with revenues of \$58.38 million and expenses of \$57.97 million. The ending fund balance is budgeted to increase by just over \$415,000 to \$22.6 million, approximately 39.0% of annual expenses, - an amount consistent with S&P's guidelines to maintain the Village's AAA bond rating. The increase in fund balance is intended to allow the Village to reduce the impact to property tax payers of the FY24 expected contribution to the public safety pensions. The fund balance will increase by \$415,000 in FY23 allowing the Village to contribute that amount to the public safety pensions in FY24. Table 1 below shows the budgeted revenues, expenses and fund balance in the General Fund.

Table 1: General Fund Revenues & Expenses, FY20 to FY23 (in millions)

Fiscal Year	Revenues	Expenses	Difference	Fund Balance	Fund Balance % of Expenses
FY23 Adopted Budget	\$58.38	\$57.97	\$0.42	\$22.62	39.00%
FY22 Estimate	\$58.87	\$58.24*	\$0.63	\$22.21	40.80%
FY21 Actual	\$57.15	\$56.18	\$0.97	\$21.57	38.39%
FY20 Actual	\$50.87	\$50.85	\$0.02	\$20.60	40.51%

*NOTE: These expenses include \$3.8 million in transfers to the Equipment Replacement Fund and Risk Fund

Revenues

The General Fund derives its revenue from several sources, with the top four sources being property tax, sales tax, utility tax, and state-shared revenues including income tax. Total General Fund revenue is budgeted to be \$58.38 million, a decrease of about \$490,000 compared to the FY22 estimated revenues (0.84% decrease). Table 2 provides an overview of the top ten revenue sources in the General Fund. Table 3 summarizes the notable budgeted changes in key revenues.

Village Manager's Budget Message

Table 2: Top Ten General Fund Revenues

Rank	Source	FY23 Adopted Budget	FY22 Estimate	FY21 Actual	FY20 Actual
1	Sales Tax	\$13,000,000	\$13,145,479	\$13,692,120	\$10,964,635
2	Property Taxes - Pensions	\$9,479,056	\$9,894,162	\$8,843,974	\$7,694,449
3	State Income Tax	\$6,800,000	\$6,983,221	\$6,465,423	\$5,310,324
4	Property Taxes - Operations	\$6,437,251	\$6,022,145	\$6,082,116	\$6,077,409
5	Ambulance Fees	\$3,700,000	\$3,500,000	\$3,728,131	\$1,497,863
6	Food and Beverage Tax	\$3,400,000	\$3,338,008	\$3,031,616	\$1,635,834
7	Utility Taxes	\$3,345,000	\$3,487,213	\$3,649,728	\$3,895,951
8	Home Rule Sales Tax	\$2,250,000	\$2,200,000	\$2,189,456	\$1,685,642
9	State Shared Local Use Tax	\$1,600,000	\$1,726,967	\$1,893,831	\$2,182,070
10	Building Related Permits	\$1,000,000	\$1,400,000	\$1,104,156	\$1,247,381
	Sub-total	\$51,011,3071	\$51,697,195	\$50,680,551	\$42,191,558
	All Other Total	\$7,372,788	\$7,180,061	\$6,473,517	\$8,674,070
	Total General Fund Revenues	\$58,384,095	\$58,877,256	\$57,154,068	\$50,865,628

Table 3: Key Drivers of General Fund Revenue Change, FY22 to FY23

General Fund Revenue Source	Difference from FY22 Estimate	Notes
Ambulance Fees	\$200,000	Increase is consistent with the trends in call volume
Home Rule Sales Tax	\$50,000	Budgeted 2.3% increase
Building Permits	(\$400,000)	No large scale building project is expected in FY23
Income Tax	(\$183,221)	Reflects projections prepared by the Illinois Municipal League
Sales Tax	(\$145,479)	Monthly sales tax revenue have been running about 1% lower than FY21 revenues for the past few months
Local Use Tax	(\$126,967)	Reflects projections prepared by the Illinois Municipal League
Telecom Tax	(\$109,274)	This revenue source has been declining for several years

Village Manager's Budget Message

Expenses

Total General Fund expenses are budgeted to be \$57.97 million. This is a decrease of just over \$270,000 compared to the FY22 estimate of actual expenses (0.47% decrease). The FY22 estimated expenses include a \$3.8 million transfer to the Equipment Replacement Fund and Risk Fund.

General Fund expenses fall into two major categories - Personnel and Non-Personnel. Personnel expenses account for about 73% of total expenses. FY23 Personnel expenses are budgeted to increase by 3%. Non-Personnel expenses are budgeted to be approximately \$15.5 million, about 17% higher than FY22 expenses, prior to the transfer to the Equipment Replacement Fund and Risk Fund. FY23 expenses include a \$1.37 million transfer to the Debt Service Fund to help make payments on the Civic Center bond and a full year of school crossing guard service expenses. Expenses related to school crossing guards shifted from Personnel to Non-Personnel due to the privatization of this service beginning in August 2022. Table 4 summarizes these expenses.

Table 4: General Fund Expenses by Category FY22 vs. FY23

Category	FY23 Adopted Budget	FY22 Estimate	Change	% Change
Personnel	\$42,448,245	\$41,211,888	\$1,236,357	3.00%
Non-Personnel	\$15,520,744	\$17,030,124	(\$1,509,380)	(8.86%)
Total	\$57,968,989	\$58,242,012	(\$273,023)	(0.47%)

Fund Balance Maintained at the Recommended Level

The General Fund balance is budgeted to be at the recommended level. This balance is consistent with S&P Global Ratings guidelines to maintain the Village's [AAA bond rating](#). As shown in Table 1, the fund balance is budgeted to be \$22.62 million which is about 39% of the budgeted expenses. This balance is also compliant with the Village's [cash balance policy](#).



Property Tax Levy

The total municipal budget relies on several sources of revenues, but the property tax levy is one of the most significant sources of funding. Property taxes account for approximately 27% of the General Fund budget. The Village's property tax consists of five components that support specific services and obligations of the Village. The two most significant components of the levy are the levy for operations and the levy for pension obligations.

The FY23 property tax levy of \$16.89 million is the same as the FY22 levy. The levy for required contributions to the public safety pension will decrease by \$415,106 and the operations levy will increase by the same amount. This flat levy approach is intended to allow the Village to reduce the impact to property tax payers of the FY24 expected contribution to the public safety pensions by levying \$415,106 less in FY24 than would otherwise be required.

Table 5: Village Property Tax Levy FY23 vs. FY22

Tax Levy Component	FY23 Adopted	FY22	Change	Percent Change
Corporate Levy*	\$3,501,751	\$3,086,645	\$415,106	13.45%
Fire Protection*	\$2,935,500	\$2,935,500	–	–
Fire Pension	\$4,467,226	\$4,903,198	(\$435,972)	(8.89%)
Police Pension	\$5,011,830	\$4,990,964	\$20,866	0.42%
Capital	\$971,524	\$971,524	–	–
Total	\$16,887,831	\$16,887,831	–	–

*NOTE: The Corporate Levy and Fire Protection Levy together are referred to as the Levy for Operations.

Levy for Operations

The property tax levy for operations, which consists of the Corporate Levy and Fire Protection Levy, will increase by \$415,106 compared to the FY22 levy.

Levy for Public Safety Pensions

In FY23, the Village will be required to contribute \$415,106 less than in FY22, a decrease of approximately 4.2% in this portion of the levy. The Village is required by state law to contribute a certain amount of money to public safety pensions annually. The cost of required contributions to public safety pensions is projected to increase in future years.

Using a Flat Levy Approach to Smooth the Impact of the Expected Increase in the FY24 Pension Levy

The Village usually employs a practice of levying an amount for public safety pensions equal to the required contribution. The FY23 required contribution unexpectedly decreased. The required contribution to the public safety pensions in FY24 is expected to increase significantly and additional increases are expected each year until 2040.

To reduce the expected increase in the FY24 levy for public safety pensions the Village is taking the following steps:

1. Maintain the FY23 total levy at the same amount as the FY22 levy by increasing the Operations Levy by \$415,106 and placing the money in the General Fund balance
2. Make the FY24 required contribution to the public safety pension funds using the \$415,106 collected in FY23 and the FY24 pension levy

This approach:

- Maintains the current total levy (flat levy) for FY23
- Results in a surplus General Fund budget in FY23 (Revenues exceeding Expenses by \$415,106)
- Results in a deficit General Fund budget in FY24 (Expenses exceeding Revenues by \$415,106)

FAQ on Public Safety Pensions

What Does "Public Safety Pension" Mean?

Police officers and firefighters are eligible for pension benefits upon retirement if they meet certain eligibility criteria which are set by State of Illinois law. Each municipality that employs police officers and firefighters must maintain a fund to pay the pensions. The pension funds are invested using parameters established by the State of Illinois to increase the value of the fund over time. The level of pension benefits is determined by State law.

Who Pays for Public Safety Pensions?

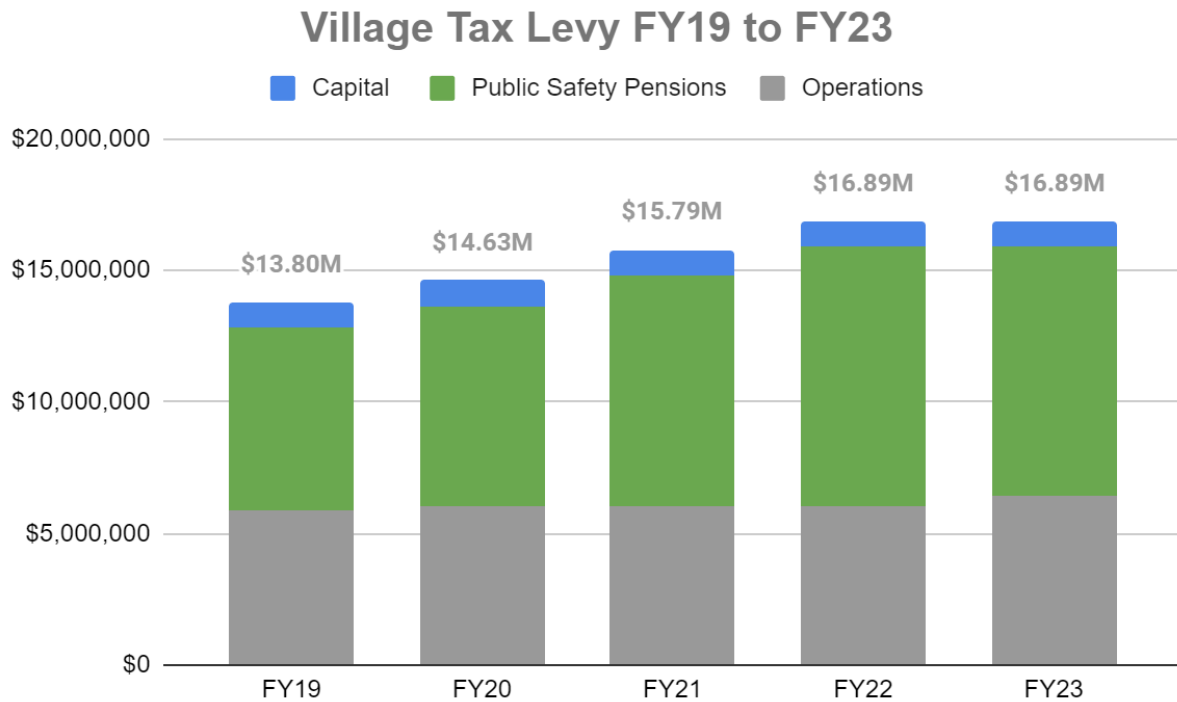
Both the employer and the employee are responsible for funding the public safety (police and fire) pension funds. Police officers contribute 9.91% and firefighters contribute 9.45% of their salary toward their pensions. This percentage is governed by State statute. The Village makes an annual contribution to each pension fund. The amount is based on an actuarial calculation that is determined by figuring the potential cost of the system based on statistical analysis which considers investment returns, employee contributions, and pension benefit payout costs.

Does the Village Fund the Pensions at the Required Amount?

Yes, each year the Village makes the required annual contribution to both the Police and Fire Pension Funds.

What Does "Pension Levy" Mean?

The Village must contribute a minimum amount to its pension funds to meet the funding level required under state law. The funding level refers to the amount in the pension fund compared to the potential liability. This amount is the Village's annual property tax levy for pension contributions.



Equalized Assessed Valuation

Based on previous history, staff projects that the total Equalized Assessed Valuation (EAV) of all taxable property in the Village is expected to increase by 4%. The Village's tax rate is projected to decline due to the unchanged total property tax levy combined with the increase in the EAV. The EAV increase is an estimation and could change once the assessment is finalized.

Table 6: Levy, EAV and Rate, 2019 to 2023

Year	Levy (millions)	EAV (billions)	Tax Rate
2023	\$16.89	\$3.01	.56
2022	\$16.89	\$2.90	.58
2021	\$15.79	\$2.76	.58
2020	\$14.63	\$2.64	.56
2019	\$13.80	\$2.55	.55

Village Tax Levy on a Typical Residential Property

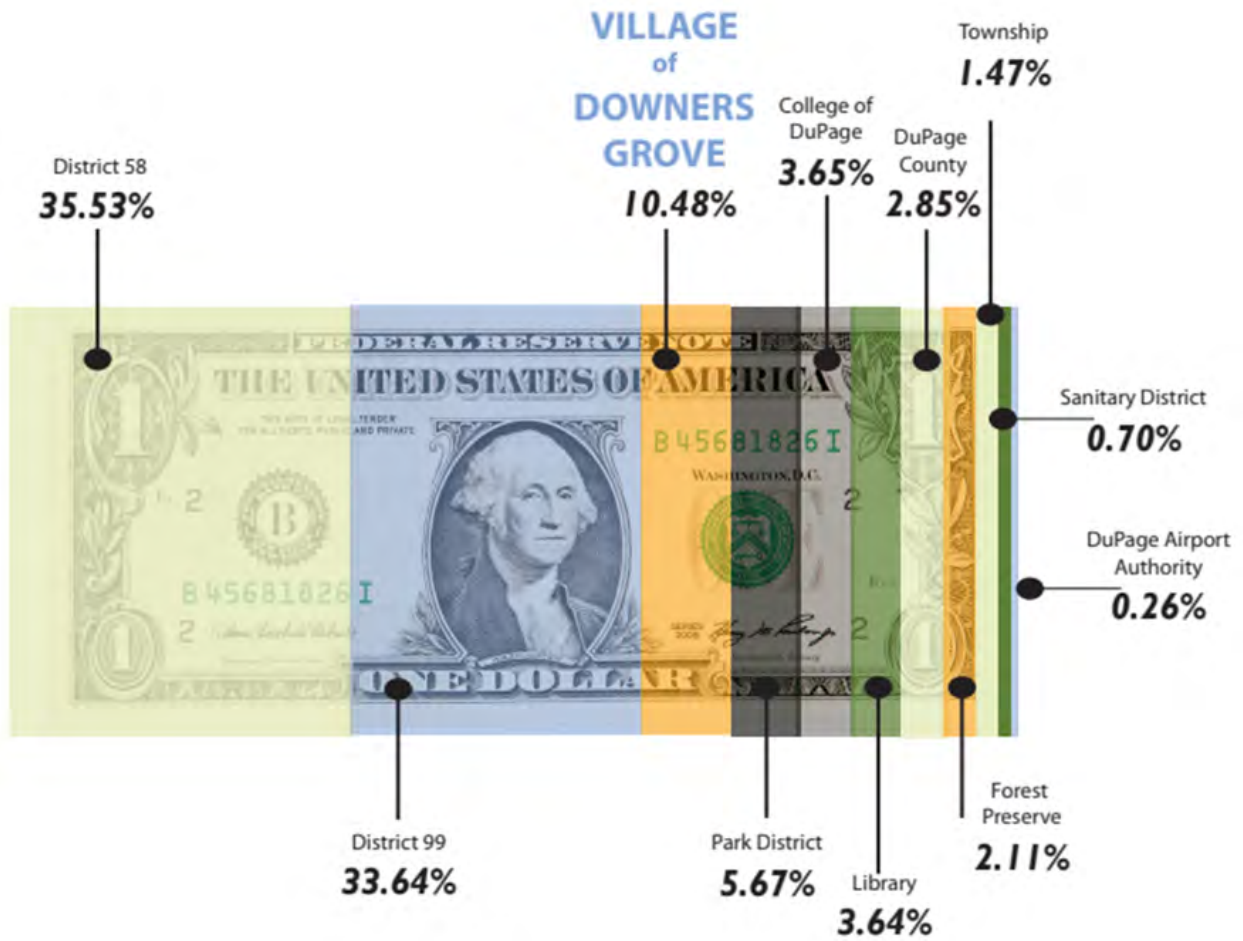
In 2022, a typical residential property with a market value of \$397,353 (taxable value of \$132,451) paid \$774.18 to the Village. The taxable value of the same property is expected to increase by 4% in 2023. With the unchanged Village property tax levy, a typical residential property is expected to pay the same amount in Village property taxes in 2023 as it paid in 2022.

Table 7: Impact of Property Tax Levy on a Typical Residential Property

	FY23	FY22	Difference
Equalized Assessed Value	\$137,749	\$132,451	\$5,298
Village Tax Rate	.5620	.5845	(.0225)
Village Tax Amount	\$774.18	\$774.18	–

The Village portion of the property tax bill is 10.48% of the total tax bill. Below is a breakdown of the percentage of distribution to local government entities from a typical tax bill. The information, as well as the property tax history of each parcel, is available on the DuPage County website at www.dupageco.org.

Village Manager's Budget Message



Investment in Infrastructure

The Village's strategic goal to provide *Top Quality Infrastructure* requires a commitment to ongoing investment in maintenance, as well as investment in replacing or building new infrastructure. Since 2010, the Village has created and followed plans for sustainable funding for infrastructure. As a result, the Village has made major investments in streets, the stormwater system, water systems, and sidewalks.

The FY23 Budget includes \$19.4 million for continued investment in the Village's water, streets, stormwater, sidewalk and other infrastructure. This does not include the new Police Station/Village Hall, which is an additional \$43.7 million.

The Village maintains several major infrastructure systems: streets, sidewalks, stormwater and water. In addition, the Village manages public facilities, traffic, the parking deck, and parking lots. The Village has both long and short-term spending plans for each of its major systems. Short-term spending plans are in the annual Community Investment Plan. (See Section 6)

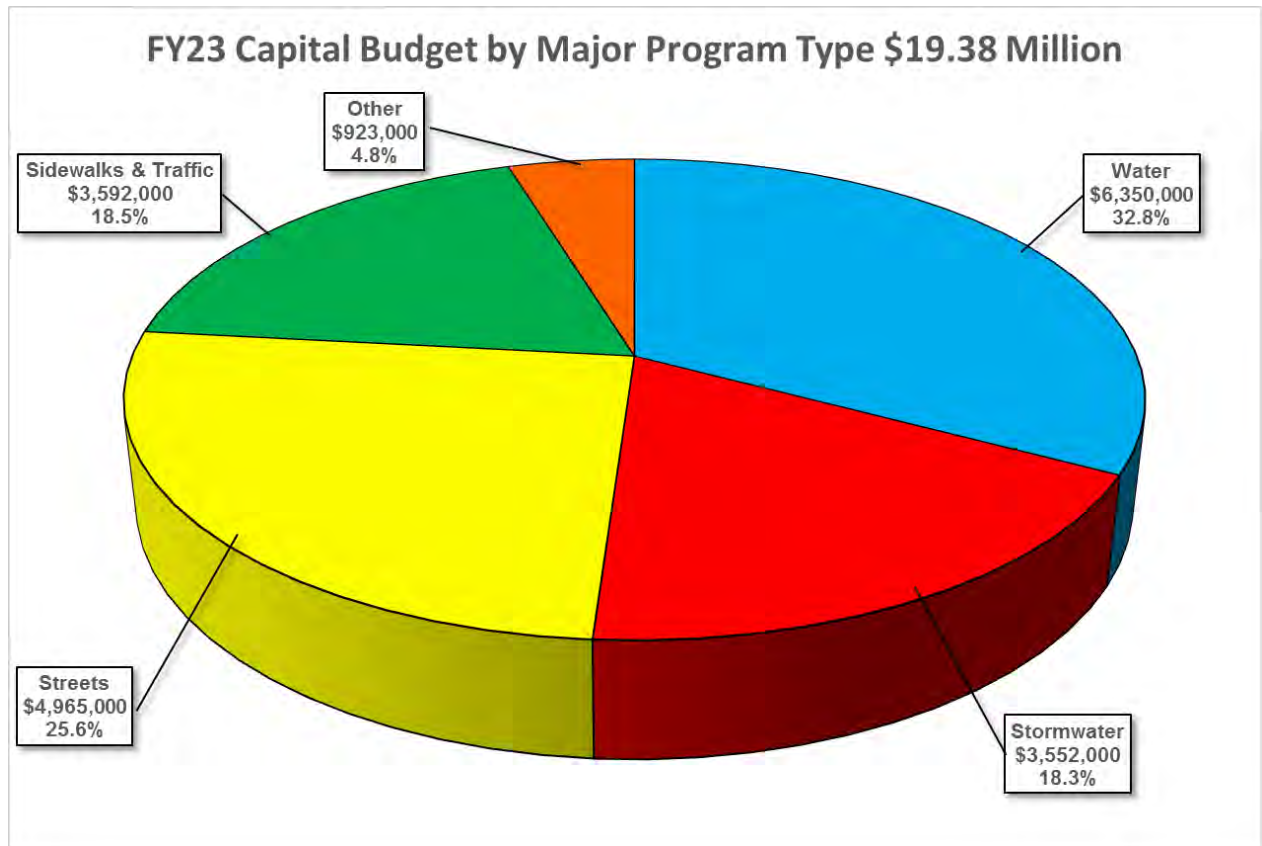
\$5.0 Million for Streets - The FY23 Budget includes \$5.0 million for street maintenance projects, including resurfacing, crack-filling and patching. Street maintenance projects are funded by the Motor Fuel Tax, Home Rule Sales Tax, Property Tax and Telecommunications Tax. (See page 6-5)

\$3.6 Million for Stormwater - The FY23 Budget includes \$3.6 million of investment in the stormwater management system. Revenues for stormwater expenses are provided by stormwater utility fees. The fees are budgeted to increase by 8.7% in FY23 (\$15.92 per ERU up from \$14.65 per ERU) pursuant to the 2021 Stormwater Plan. The 2021 Stormwater Capital Plan calls for 11 projects to be constructed in 2023 through 2025. To help fund these projects, the Village issued \$5.5 million in bonds in 2022. Nine stormwater projects are planned to be constructed in 2023. (See pages 4-22 to 4-24)

\$6.4 Million for Water - The FY23 Budget includes \$6.4 million for water infrastructure projects. This figure includes \$200,000 for the replacement of lead service lines. A [water rate study](#) completed in 2019 recommended that water revenues should be increased in FY20 (effective 7/1/2020) and subsequent years by 4.6%. This is to continue proactive management of the water system through infrastructure investment, ensure the opportunity to utilize low interest rate loans from the IEPA, maintain minimum cash balances and offset the decline in usage. (See pages 4-27 to 4-28).

Village Manager's Budget Message

\$1.5 Million for Sidewalks - The FY23 Budget includes \$1.5 million for sidewalk infrastructure projects. This consists of \$500,000 for sidewalk maintenance and repair, \$950,000 for crosswalk and accessibility improvements. *(See pages 6-5)*



Potential Impacts to the Budget

The FY23 Budget was prepared with great care and attention to detail and reflects staff's best assessment of revenues and expenses in each fund. However, there are several factors which could affect the budget, both positively and negatively over the course of the year.

Most of the Village's revenue sources have the potential to be impacted by general economic conditions at the local, state, national or even international levels. The State of Illinois controls many of the Village's revenue sources and Illinois continues to take actions to solve the state's on-going financial challenges. Staff will continually monitor the general economic conditions locally and abroad, and staff will be prepared to implement any strategies needed to address any impacts to Village revenues.

If revenues perform better than the budgeted amounts, especially in the General Fund, the unanticipated funds could be transferred into the Debt Service Fund to be used for future payments on the Civic Center bond. Using funds in this manner would reduce the likelihood that an additional property tax would have to be levied to make debt service payments.

Most of the Village's expenses are steady and predictable. However, expenses may increase if the Village has to provide additional services in response to unexpected emergencies. Further, general economic conditions may affect Village expenses. Staff is monitoring economic conditions with a focus on inflationary pressures and global supply chain issues.

Throughout 2023, staff will provide reports to the Village Council and community on the Village's budget performance and propose any modifications to the budget, if necessary.

2021-23 Long Range Plan

2022 Update

October 2022

INTRODUCTION AND OVERVIEW

The 2021-23 Long Range Plan, approved by the Village Council in September 2021, identifies and addresses issues affecting the long-term future of the Village. The Plan establishes the Village's goals and priority actions that guide annual budgets, daily operations and delivery of services.

To prepare the Long Range Plan, the Village Council met multiple times in a workshop format from May through September. The meetings provided an opportunity for dialogue and collaboration among the Village Council, community members and staff. The plan consists of:

- Strategic Goals for 2021 to 2023 and beyond
- Key trends and issues affecting the long-term future of the Village
- Strategies and solutions to address the key trends and issues
- Priority Action Items to be completed by April 2023.

The Village Council held public meetings from June through October 2022 to update the LRP. The update:

- Identifies key trends and issues which may affect the Village in 2022 and beyond
- Establishes strategies to address the key issues
- Determines the Priority Action Items for the remainder of the planning period

Long Range Plan Update Meeting Schedule

Date	Topics
June 21	<ul style="list-style-type: none">• Introduction and Overview• Strategic Goals• General Fund Sustainability
July 19	<ul style="list-style-type: none">• Key Issues<ul style="list-style-type: none">○ Water Fund Sustainability○ Parking Fund Sustainability
August 16	<ul style="list-style-type: none">• Priority Action Items
October 4	<ul style="list-style-type: none">• Priority Action Items

Flight Analogy

The graphic below compares the roles of the Village Council and staff with an airline flight. The Long- Range Planning process takes place at the 30,000--40,000 foot level. The Council and community also have opportunities for input at the lower levels throughout the rest of the year, such as during regular Council Meetings, as part of the budget process, and in communicating formally and informally with members of the Village Council and staff.



Strategic Goals

The Village Council developed the following strategic goals:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- A Safe Community
- Continual Innovation

Steward of Financial, Environmental and Neighborhood Sustainability

The Village should act as a steward of public resources to achieve financial, environmental and neighborhood sustainability. Financial sustainability can be achieved by aligning expenses with revenues on a long-term basis. The Village should control increases in expenses and implement revenue sources that withstand short-term uncertainty and provide long-term stability.

Environmental sustainability refers to the Village's responsibility to deliver its services in a way that protects or enhances natural resources. The Village seizes opportunities to 'green' its operations when possible, whether by seeking grants to introduce new environmentally friendly practices or by seeking the most environmentally friendly option for existing services.

Neighborhood Sustainability refers to the Village's role in crafting and applying policies and codes that help in maintaining or achieving the desired character of existing neighborhoods.

Exceptional Municipal Services

The services provided by the Village to residents, businesses and all stakeholders should be of the highest quality and exceed expectations. Village services should be delivered at a value to the community and should reflect the needs and desires of the community as a whole. This is achieved through maximizing the value of public dollars by partnering with overlapping and adjacent government entities. The value of the Village's services should be regularly communicated to residents. The Village should be transparent and accessible, and residents should be engaged and able to interact with their local government. The Village achieves this by producing timely communications in multiple media formats, publishing financial information in a way that is clear and understandable, and seeking and implementing new ways to gather input from residents and other stakeholders.

Top Quality Infrastructure

The Village owns and operates several infrastructure systems including streets, stormwater system and water supply and distribution. Specific performance and maintenance standards have been identified for each infrastructure system. The Village should continue to invest in infrastructure systems so that they meet or exceed performance and maintenance standards.

Strong, Diverse Local Economy

The Village should continue to strengthen and diversify the local economy by working with the Downers Grove Economic Development Corporation (DGEDC) and implementing the recommendations of the Village's Comprehensive Plan. The DGEDC, a private not-for-profit agency, is committed to strengthening and diversifying the local economy by retaining existing businesses and attracting new businesses and achieving the following:

- Strengthen the Sales Tax Base
- Strengthen the Commercial and Industrial Tax Base
- Increase Hotel Tax Revenue
- Increase the Employment Base

The Comprehensive Plan, adopted in 2011 and updated in 2017, serves as a tool for improving the community in many areas, including economic development. The Village continues to work with the DGEDC to implement the recommendations of their five-year Strategic Plan adopted in 2021.

A Safe Community

The Village should strive to provide and maintain a safe and welcoming community by prioritizing safety in services and infrastructure. The services and infrastructure systems provided by the Village should work together to further this goal. Community members should be safe while participating in daily activities such as spending time in their house and neighborhood, driving a vehicle, riding a bike and going for a walk. The Village should enjoy a low crime rate along with a low occurrence of fires and injuries. Buildings, both private and public, should be constructed in a manner that provides a safe environment for all occupants.

Continual Innovation

Innovation refers to the discovery, development and implementation of leading ideas and practices. Continual innovation leads to increased value of each dollar of investment in Village operations. It is achieved by emphasizing a leadership philosophy that is issue-focused and builds on the skills and talents of all employees within the organization. Village staff carefully considers the benefits of innovative practices to ensure success and value to the organization.

GENERAL FUND FINANCIAL SUSTAINABILITY

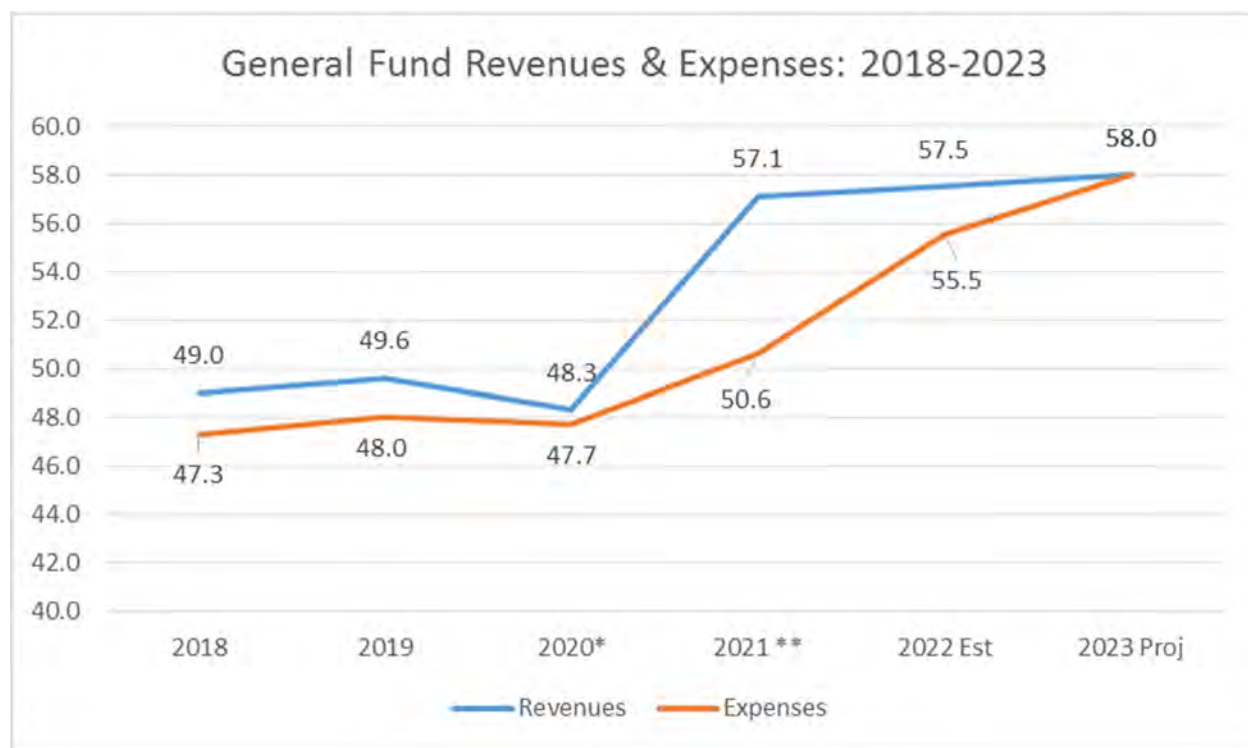
The General Fund is the Village's main operating fund. Most Village services including Police, Fire, Community Development and most Public Works services are accounted for in this fund. Because the Village is a service organization, the vast majority of costs are related to the people delivering those services.

Trends & Issues	<p>Total revenues and expenses are projected to be aligned in FY22 and FY23. No strategic changes to revenue sources or expenses appear to be necessary to maintain balanced budgets through FY23.</p> <p>Revenues increased significantly in 2021 and are projected to increase by 1.5% annually in 2022 and 2023.</p> <p>Sales, Home Rule Sales, Food & Beverage and Income Tax revenue are expected to increase modestly in the next two years.</p> <p>Some key revenues are flat or declining and not keeping pace with expenses. Utility taxes have remained flat. The hotel tax declined sharply in 2020 and is projected to recover slowly over the next several years.</p> <p>Expenses increased by nearly 6.1% in 2021 and are projected to increase by nearly 10% in 2022 and 4.5% in 2023. Key expense drivers include expected increases in personnel expenses (wages, salaries and required pension contributions), contributions to the Equipment Replacement Fund (increasing prices of vehicles and equipment) and support of the Parking Fund.</p> <p>Continuing global supply-chain disruptions may impact Village operations. Continued high inflation may also impact Village operations and cost and is reflected in the expense projections. Uncertain economic conditions may also impact the Village budget. Staff will continue to monitor these issues.</p> <p>The cost of required contributions to public safety pensions has increased significantly in the past several years and is projected to continue to increase over the next 18 years.</p>
Background and Key Facts	<p>Improvements to risk management have reduced General Fund expenses over the past several years.</p> <p>The Village has made adjustments to the types of revenue sources and rates to improve bottom line revenue performance.</p> <ul style="list-style-type: none"> • Increased the Food & Beverage Tax rate to 1.5% in 2021 • Levied property taxes for the cost of required contributions to public safety pensions for the past several years • Adjusted ambulance fees in 2020 and 2021.
Strategies & Solutions	<ul style="list-style-type: none"> • Continue to implement cost-control measures • Monitor supply chain issues and purchase vehicles and equipment earlier than originally planned to adjust for long lead times • Maintain reserve balances at the recommended level • Continue to pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions • Consider increasing the property tax levy for operations as necessary

Financial sustainability has been a long-standing Village goal. This goal has been achieved in the General Fund with revenues exceeding expenses each year for the past twelve years. FY09 was the last year in which expenses exceeded revenues. The General Fund balance has been maintained at the recommended level of 38% to 40% of annual expenses during the same period.

Staff projects that revenues and expenses will be aligned in FY22 and FY23. Therefore, it appears that the Village will not have to make any policy level changes to revenues or expenses to achieve balanced budgets in this time frame. Revenues increased significantly in 2021 and are projected to increase by 1.5% annually in 2022 and 2023. Expenses increased by nearly 6.1% in 2021 and are projected to increase by nearly 10% in 2022 and 4.5% in 2023.

Comparing 2018 actuals to 2022 current estimates, revenue has increased by \$8.5 million (17% total; an average of 4.25% per year) while expenses have increased by \$8.2 million (17% total; an average of 4.25% per year). During the same period, the General Fund balance has remained within the recommended range of 38% to 40% of annual expenses.



* FY2020 revenues do not include \$2.6 million in CARES Act funding from the Federal government

FY2020 expenses does not include \$3.2 million in transfers out to the Major Buildings Fund

** FY2021 expenses do not include \$5.4 million in transfers out to the Major Buildings Fund or \$0.2 million in transfers to Equipment Replacement or Fleet funds

	2021 Act	2022 Bud	2022 Est	2023 Proj
Revenue	\$57.1	\$54.4	\$57 - \$58	\$57 - \$59
Expenses	\$50.6 *	\$54.4	\$55 - \$57	\$57 - \$59

*NOTE: Expenses do not reflect \$5.4 million transfer to Major Building Fund for the Facilities Replacement & Sustainability Plan

Expenses

Expenses increased by nearly 6.1% in 2021 and are projected to increase by nearly 10% in 2022 and 4.5% in 2023. Key expense drivers include expected increases in personnel expenses (wages, salaries and required pension contributions) contributions to the Equipment Replacement Fund (increasing prices of vehicles and equipment) and support of the Parking Fund.

Required Contributions to Public Safety Pensions

The Village's required contributions to the public safety pension funds are projected to increase substantially in the long-term. The required contributions to public safety pensions increased by \$2.27 million (35%) from \$6.53 million in 2018 to \$8.80 million in 2021, accounting for 69% of the total increase in expenses. The levy for public safety pensions is projected to increase from the current \$8.80 million to over \$11 million in 2024. Public safety pensions are projected to be 99% funded in 2040. Village contributions are expected to increase to over \$20 million by then.

As noted in the graphs below, while the Village's contributions to police and fire pension funds have increased dramatically since 2012, the percent funded for these funds decreased through 2020. In 2021 the percent funded began to increase and should continue to go up until 2040 when it will meet or exceed the State's funding requirements.

Pursuant to the Pension Consolidation Act adopted in 2020, police and fire pension fund investments will be managed by State Boards. These boards, one for police pensions and one for fire pensions, will pool funds from each individual fund and place the investments. This pooled approach is intended to increase investment returns and reduce administrative expenses.

The state board for the firefighters pension, [IFPIF](#), has been established and is operating. Beginning with FY22, actuarial reports will be prepared by the IFPIF and will include the annual required contribution (ARC) using assumptions from the Illinois Pension Code. Pursuant to state law, the Village Council may levy a tax based on the ARC in the IFPIF report however, the funding requirements in the Illinois Pension Code (90% funded by 2040) are less stringent than the Village's, which would create ARCs that are not consistent with Village practices (100% funded by 2040).

The Downers Grove Fire Pension Board received a preliminary actuary report from their actuary showing a reduction in ARC for 2023. The Board directed them to review potential changes to the assumptions used in the report. The final actuary report, including the ARC, is expected to be completed in late summer.

The state board for the police pensions is not yet managing pooled investments. The Downers Grove Police Pension Board is expected to review and approve their actuary report in late summer. The preliminary report included a \$21,000 increase in the ARC.

FAQ on Public Safety Pensions

What Does "Public Safety Pension" Mean?

Police officers and firefighters are eligible for pension benefits upon retirement if they meet certain eligibility criteria which are set by State of Illinois law. Each municipality that employs police officers and firefighters must maintain a fund to pay the pensions. The pension funds are invested using parameters established by the State of Illinois to increase the value of the fund over time. The level of pension benefits is determined by State law.

Who Pays for Public Safety Pensions?

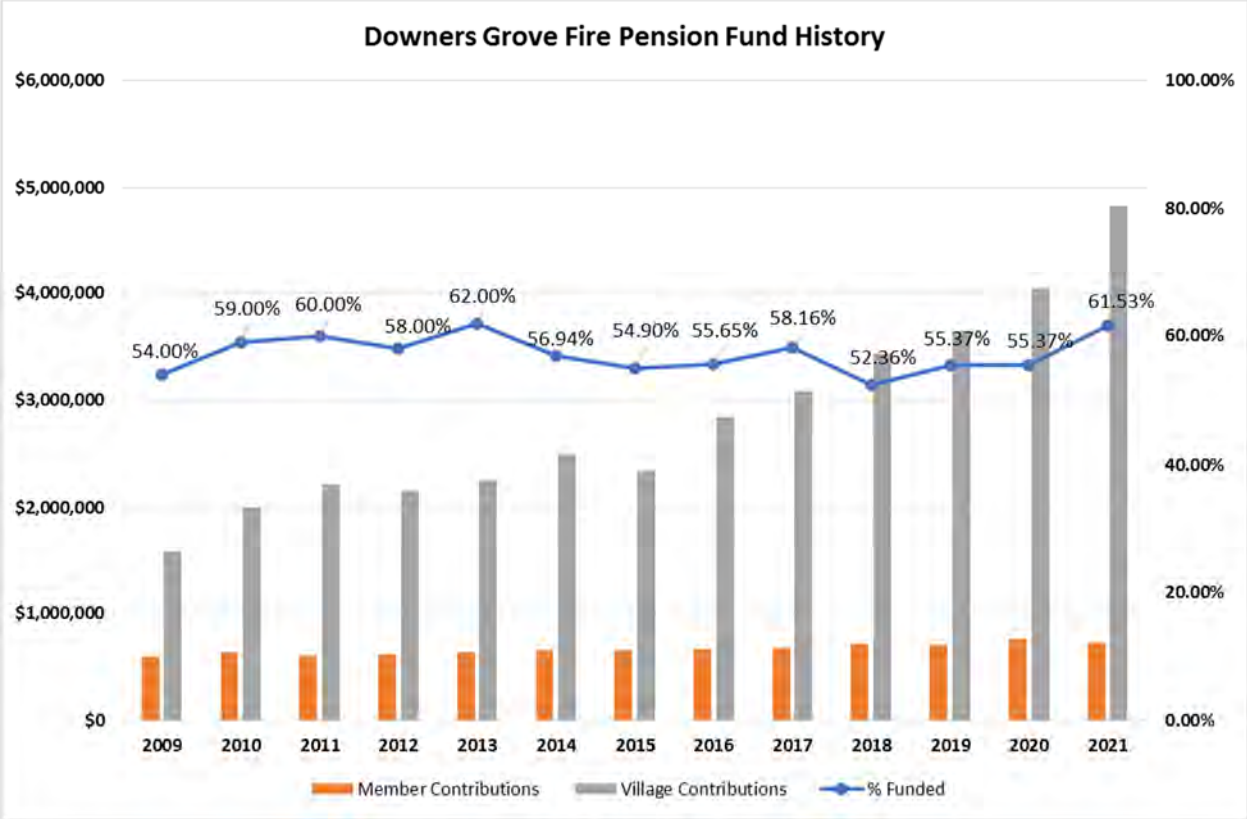
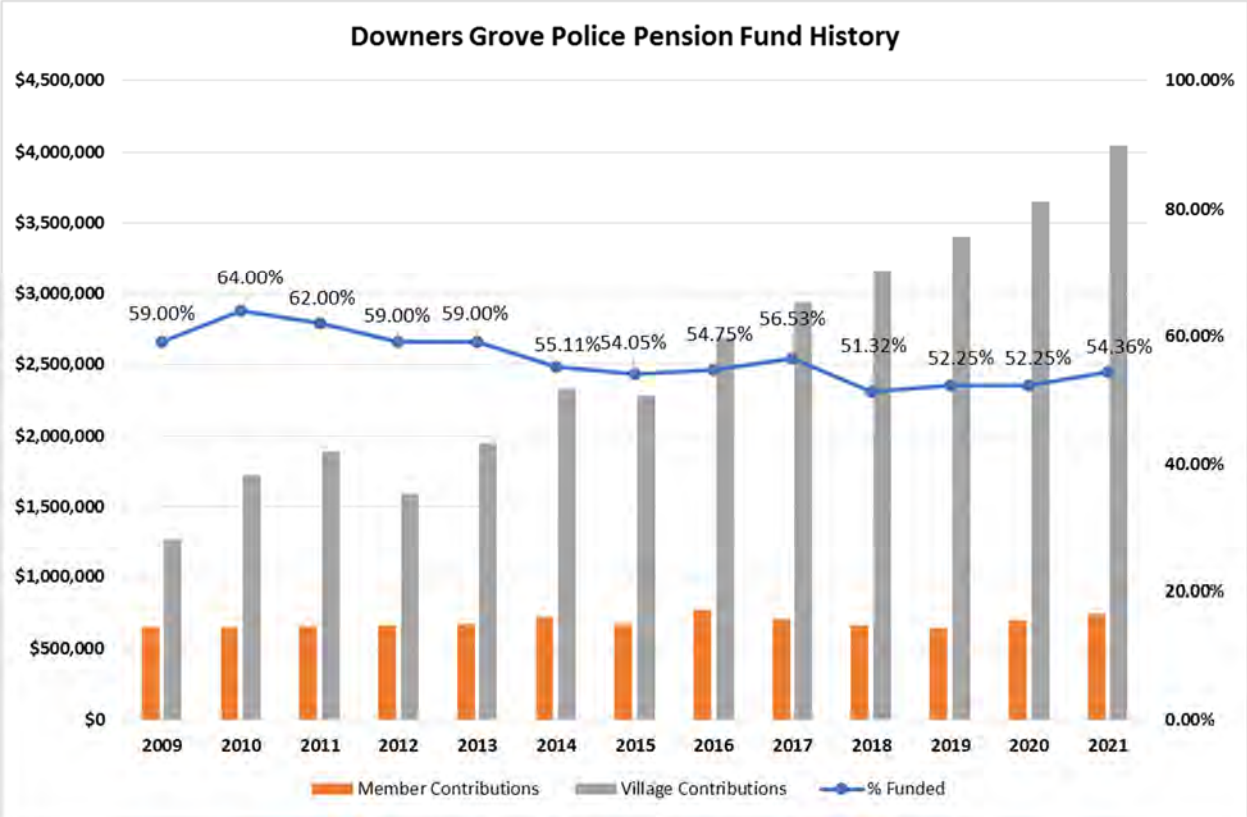
Both the employer and the employee are responsible for funding the public safety (police and fire) pension funds. Police officers contribute 9.91% and firefighters contribute 9.455% of their salary toward their pensions. This percentage is governed by State statute. The Village makes an annual contribution to each pension fund. The amount is based on an actuarial calculation that is determined by figuring the potential cost of the system based on statistical analysis which considers investment returns, employee contributions, and pension benefit payout costs.

Does the Village Fund the Pensions at the Required Amount?

Yes, each year the Village makes the required annual contribution to both the Police and Fire Pension Funds.

What Does "Pension Levy" Mean?

The Village must contribute a minimum amount to its pension funds to meet the funding level required under State law. The funding level refers to the amount in the pension fund compared to the potential liability. This amount is the Village's annual property tax levy for pension contributions.



Revenues

Revenues increased significantly in 2021 and are projected to increase by 1.5% annually in 2022 and 2023. Sales, Home Rule Sales, Food & Beverage and Income Tax revenue are expected to increase modestly in the next two years. Some key revenues are flat or declining and not keeping pace with expenses. Utility taxes have remained flat. The hotel tax declined sharply in 2020 and is projected to recover slowly over the next several years.

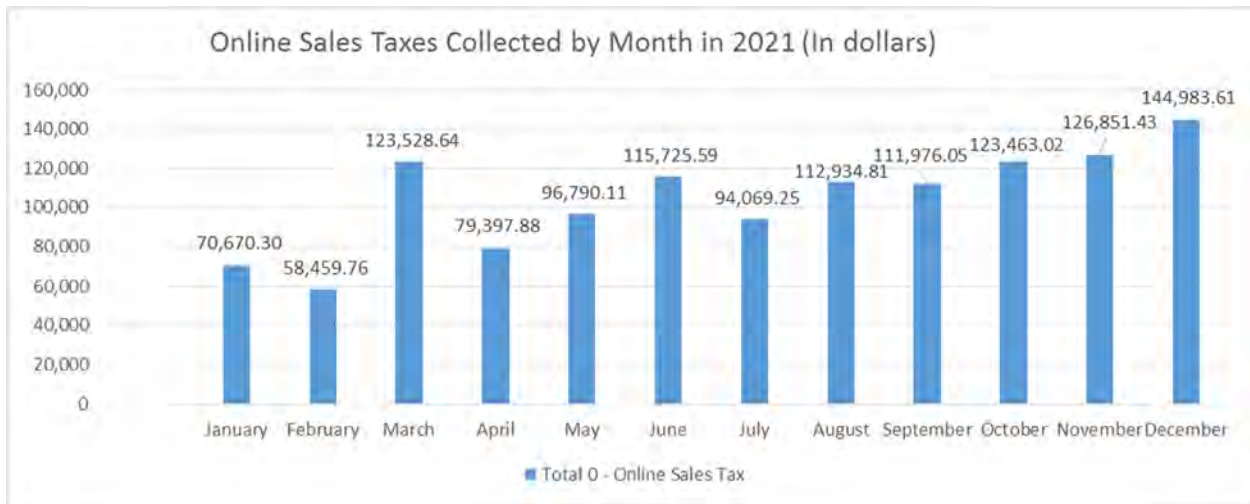
Total General Fund revenues have increased by \$8.5 million over the past four years from \$49.0 million in 2018 to a projected \$57.5 million in 2022 (17% total increase; 4.25% average annual increase). The table below shows the Village's key General Fund revenues from 2018-2022.

Revenue Source	2018	2019	2020	2021	2022 Bud	2022 Est.	Outlook
Sales Tax	11.5	11.4	11.0	13.7	12.2	13.9	Modest Growth
Property Tax - Ops	5.9	5.9	6.0	6.0	6.0	6.0	Discretion of Village Council
Income Tax	4.7	5.2	5.3	6.5	6.1	6.7	Modest Growth
Utility Taxes	4.5	4.4	3.9	3.6	3.7	3.6	Gas & Electric Flat, Telecom Declining
Building Permits	2.0	1.3	1.2	1.1	1.3	1.4	Cyclical; Expect Modest Growth
Home Rule Sales	1.9	1.9	1.7	2.2	2.1	2.3	Modest Growth
Food & Beverage	1.9	2.0	1.6	3.0	3.0	3.1	Modest Growth
Ambulance Fees	1.6	1.4	1.5	3.7	2.0	3.9	Modest Growth
Local Use Tax	1.4	1.6	2.1	1.9	1.6	1.6	Flat
Cellular Equip Rental	1.1	1.2	1.2	1.2	1.3	1.3	Flat
Hotel Tax	0.9	1.0	0.4	0.6	0.6	0.6	Slow Recovery

Sales Tax Revenue from On-Line Sales

The State of Illinois recently enacted the "Leveling the Playing Field for Illinois Retailers Act" which requires certain remote retailers to collect and remit state and locally-imposed sales taxes for the jurisdiction where the product is delivered (destination) starting on January 1, 2021. This is a structural change in state sales tax law which should increase the Village's annual sales tax revenue.

In 2021, the Village received \$2.3 million in revenue from online sales tax revenue. Staff projects that Sales Tax and Home Rule Sales Tax for the Village will increase in 2022 and beyond based primarily on the taxes generated from on-line purchases made by Village residents (destination rates). Staff will continue to monitor performance and update revenue projections.



Food & Beverage Tax

The food & beverage tax rate was increased to 1.5% effective as of March 1, 2021. This sector of the economy has grown steadily for the past decade. Food & beverage tax revenue is expected to continue to increase over the next several years. This revenue source has bounced-back as pandemic concerns recede and the restaurant industry continues to grow in Downers Grove.

Water Fund Sustainability - Lead Service Replacement and Notification Act

Trends & Issues	<p>The Lead Service Replacement and Notification Act, effective January 1, 2022, requires the Village to:</p> <ul style="list-style-type: none"> • Develop and maintain a complete inventory of lead service lines by April 2024 • Implement a plan to replace all lead service lines from 2027 to 2044 • Use good faith efforts to contract with vendors owned by minority persons, women and persons with a disability to complete lead service line replacements <p>When either the public or private section of a lead service line is damaged or when a property owner initiates a service line replacement both sections must be replaced.</p> <p>The Village has the option to charge the resident for the cost of replacing the private section of a lead service line, provided that the Village does not use Federal or State funds for lead service line replacement. IEPA low interest loan funds may not be available to the VoDG due to increased competition for the funds and the IEPA's focus on providing funding to disadvantaged municipalities.</p> <p>Property owners may refuse to have the private section of a lead service line replaced provided that they sign a waiver and install a water filter (provided by the Village).</p> <p>Staff estimates that the annual cost of complying with the Act will be about \$200,000 in FY23 through FY26 and about \$2 million beginning in FY27.</p> <p>The State has not yet published the rules and regulations for administering the Act.</p>
Background and Key Facts	<p>Staff estimates that there are about 1,500 to 3,000 existing lead service lines in the Village; almost all of them located in the central portion of the Village.</p> <p>\$50,000 is included in the FY22 Budget for a consultant to begin preparing the complete lead service line inventory.</p> <p>Approximately 90-180 lead service lines will have to be replaced annually from 2027-2044. Teardown redevelopment of existing houses is expected to eliminate about 40 lead service lines each year, leaving 50-140 services to be replaced.</p> <p>The estimated cost for a service line replacement is: Public section (main to shut-off valve): \$3,000 to \$4,000 Private section (shut-off valve to house): \$3,000 to \$5,000</p> <p>Federal and State funding may be available to help pay for the cost of compliance</p>
Strategies & Solutions	<p>In Q3 2022, amend the Village Code to state whether it is the Village's or property owner's responsibility to pay for the costs of replacing the private section of lead service lines.</p> <p>Complete the inventory of lead service lines by 2024</p> <p>In 2025 and 2026, prepare a plan for the replacement of lead service lines</p>

	<p>Budget \$200,000 per year in the FY23 and FY24 in the Water Fund for compliance</p> <p>Review the State's rules and regulations for administering the Act once they are published</p> <p>Pursue Federal and State grant funding to help pay for the cost of replacing lead service lines</p> <p>Consider issuing bonds (in lieu of IEPA loan proceeds) to pay for watermain replacements and other capital projects.</p>
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The Lead Service Replacement and Notification Act, effective January 1, 2022, requires the Village to:

- Develop and maintain a complete inventory of lead service lines by April 2024
- Implement a plan to replace all lead service lines from 2027 to 2044
- Use best efforts to contract with vendors owned by minority persons, women and persons with a disability to complete lead service line replacements

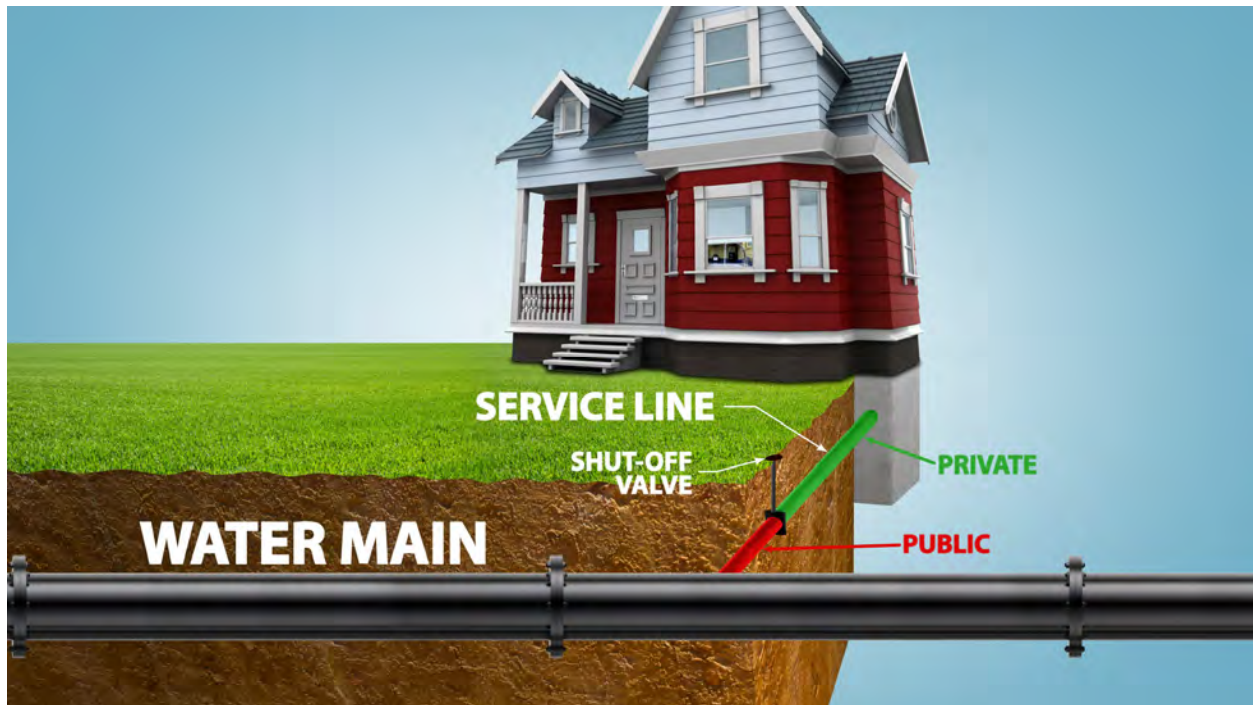
The Act also prohibits the maintenance of existing lead services. Therefore, when either the public or private section of a lead service line is damaged or when a property owner initiates a service line replacement both sections must be replaced. Property owners may refuse to have the private section of a lead service line replaced provided that they sign a waiver and install a water filter that is required to be provided to them by the Village.

Based on preliminary work completed by staff, there are approximately 1,500 to 3,000 lead service lines in the Village. Since lead service lines were typically installed with houses built prior to 1960's, most of the lead services are located in the older, central portion of the Village generally between Belmont and Fairview from Ogden to 55th Street.

Remodeling and replacement of older houses has reduced the number of lead services. Generally speaking, water service lines are replaced when a new house is constructed in place of an existing house and when a significant addition is constructed. Approximately 40 lead service lines are replaced each year as part of this type of construction.

The cost to the Village of complying with the Act is expected to be significant. Staff estimates that the annual cost of complying with the Act will be about \$200,000 in FY23 through FY26 and about \$2 million beginning in FY27. The initial cost which is likely to be incurred in 2022 through 2026 will include the cost of preparing the lead service line inventory, replacing damaged service lines, replacing service lines initiated by property owners and replacing service lines in conjunction with watermain replacement projects. The FY22 budget includes \$50,000 for a consultant to begin preparing the complete lead service line inventory.

Approximately 90 to 180 lead service lines will have to be replaced annually from 2027 to 2044. Teardown redevelopment of existing houses results in the elimination of about 40 lead service lines each year leaving 50 to 140 service lines to be replaced at the Village expense. The current estimated cost for a service line replacement is \$6,000 to \$9,000; \$3,000 to \$4,000 for the public section from the main to the shut-off valve and \$3,000 to \$5,000 for the private section from the shut-off valve to the house.



The Village has the option to charge the resident for the cost of replacing the private section of a lead service line, provided that the Village does not use Federal or State funds for lead service line replacement or the replacement of immediately adjacent watermain. Federal and State funding may be available to help pay for the cost of lead service line replacement.

In response to the operational and financial impacts of the Act, the Village should take the following actions:

- In Q3 2022, amend the Village Code regarding the Village's and property owner's responsibility for costs of replacing the private section of lead service lines.
- In 2022, 2023 and 2024, prepare the complete inventory of lead service lines with the assistance of a consultant
- In 2025 and 2026, prepare a plan for the replacement of lead service lines
- Include approximately \$200,000 per year in the FY23 and FY24 Water Fund budgets to cover costs of complying with the Act
- Pursue Federal and State funding to help pay for the cost of replacing lead service lines

Policy Direction on Cost of Replacing the Private Section of Lead Service Lines

In the coming weeks, the Village Council will consider amending the Village Code to state whether it is the Village's or property owner's responsibility to pay for the costs of replacing the private section of lead service lines. There are several scenarios that should be addressed with the policy.

Does the Village Charge the Property Owner for the Replacement Costs when the Replacement is Caused by

An Owner Initiated Replacement of the Service - the property owner is replacing a functioning, undamaged lead service line.

Damage to the Private Section of the Service - the service line is being replaced because the private section has been damaged or is leaking.

Damage to the Public Section of the Service - the service line is being replaced because the public section has been damaged or is leaking.

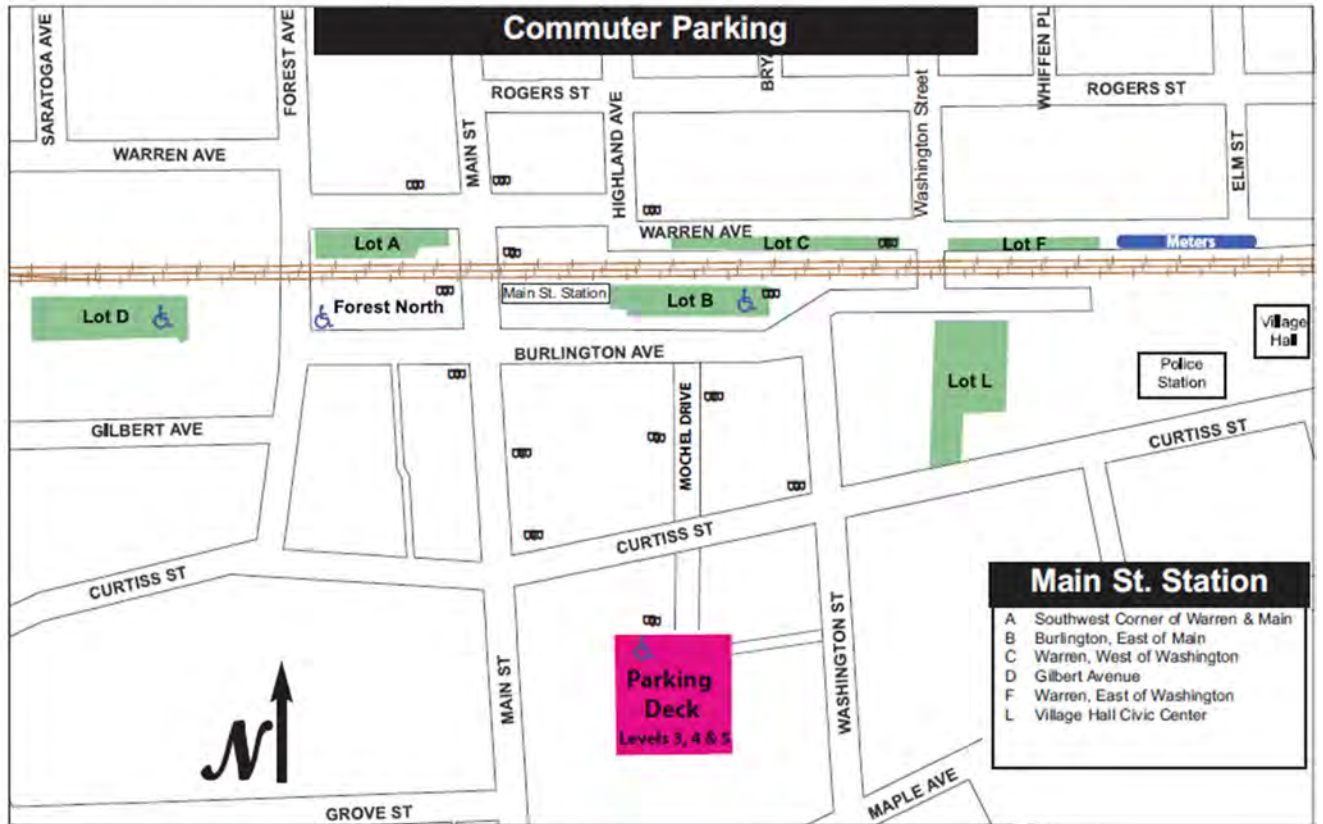
Installation of a New Watermain - the service line is being replaced because the Village is constructing a new watermain not funded with IEPA or Federal funds.

The policy should also address the scope and limitations of any costs that will be paid by the Village. If the Village receives Federal or State funding for lead service line replacement or replacement of the immediately adjacent watermain, the Village may not charge the property owner for the costs of replacing a service.

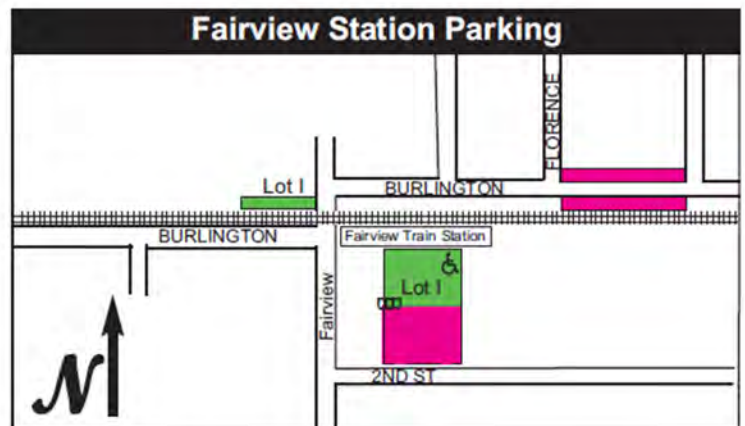
Parking Fund Sustainability

The Village owns and operates 10 surface parking lots and the parking deck. These facilities provide parking for commuters using the Belmont, Fairview and Main Street train stations and patrons of the downtown area.

Trends & Issues	<ul style="list-style-type: none">• A decrease in commuter parking usage has led to decreased Parking Fund revenues from daily parking fees and parking permits• The Parking Fund ran a deficit in 2020 and 2021, and will likely run deficits in 2022 and 2023.• The cash balance has declined and is projected to drop below zero in 2023
Background and Key Facts	<ul style="list-style-type: none">• The Parking Fund supports maintenance of the parking deck, surface parking lots, and personnel expenses related to parking operations• Annual expenses typically range from \$1.3 to \$1.5 million• The Village is implementing the parking deck maintenance plan prepared in 2022• Metra input is required on any changes in commuter parking rates
Strategies & Solutions	<ul style="list-style-type: none">• Continue to perform scheduled maintenance of the parking deck, pursuant to the maintenance plan• Defer maintenance on surface parking lots for up to two years• Reduce expenses in the Parking Fund by lowering the scheduled administrative transfers between the Parking Fund and the General Fund (this will increase expense in the General Fund)• Continue to monitor parking system demand and usage• In 2023, develop a financial plan for the Parking Fund and an operations plan for the commuter parking system



* When paying through PassportParking a \$.50 service charge will be added to each transaction.

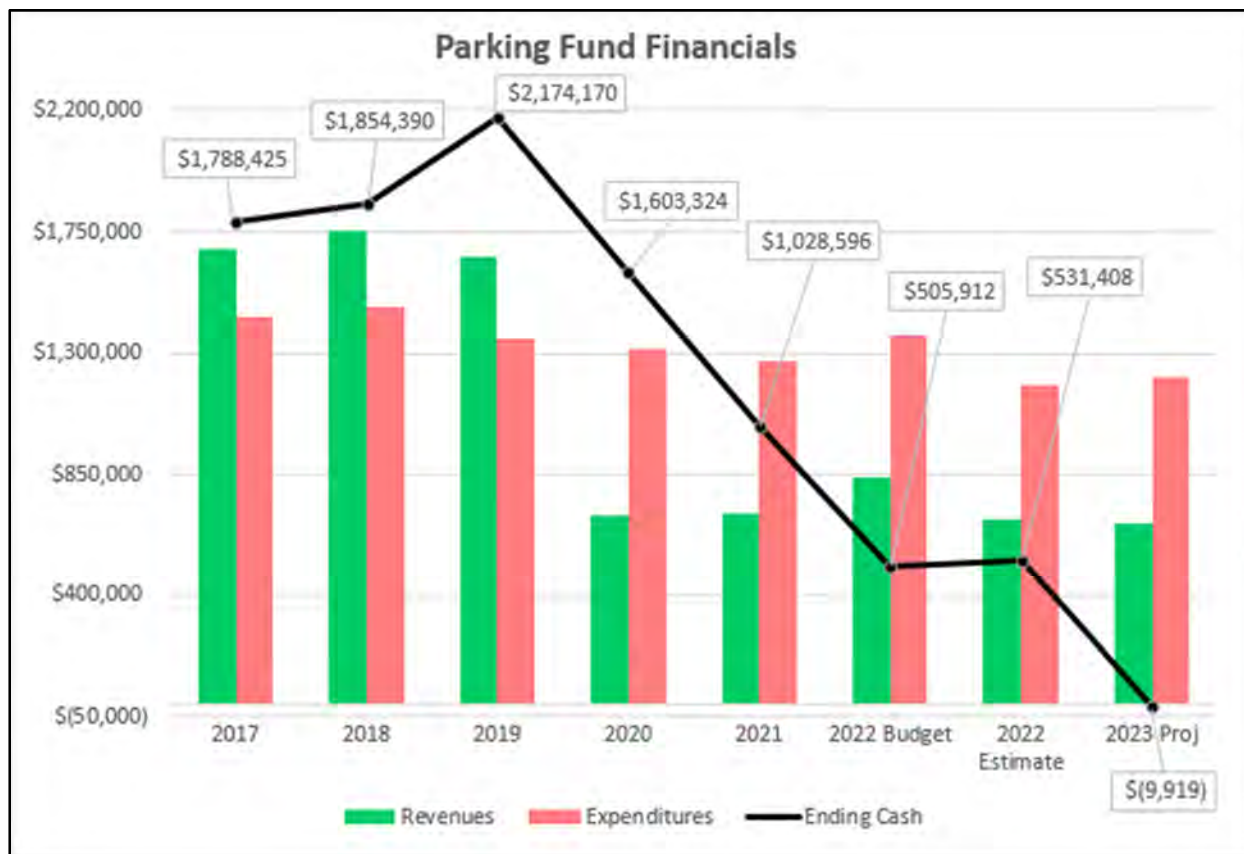




All revenues and expenses related to the parking system are accounted for in the parking fund. It is an Enterprise Fund with revenues generated directly from the users through parking fees. Revenue, primarily from daily parking fees, has declined dramatically in 2020 and 2021. Expenses, primarily related to maintaining the parking deck and parking lots, have remained at traditional levels. In the past two years, fewer commuters appear to be going into the city. The revenue decline is attributable to a combination of reduced daily fee parking in all three commuter parking areas, and a reduction in commuter parking permits sold at Belmont and Fairview.

While the number of commuter parkers has increased slowly in recent months, long term changes in office workplaces may result in a sustained reduction in commuter parking space use and parking related revenue. In recent months, commuter parking permits have been available at both Belmont and Fairview. Staff has worked to sell these permits over the past several months, but many people contacted on the Belmont waiting list either do not respond or decline to purchase a permit. Fairview has not had a waiting list since the end of 2021. Recently, commuters have chosen to not purchase permits for a number of reasons including: hybrid work schedule, retirements, moving out of the area, or are no longer commuting downtown.

The parking fund has operated with a deficit in 2020 and 2021. A deficit is budgeted for 2022 and staff projects that expenses will exceed revenues again in 2023. If actions are not taken to address this situation, the fund balance is projected to drop below zero in future years.



To address the issue, staff recommends that the Village take the following actions.

Continue to Maintain the Parking Deck - The parking deck was constructed in 2004 and must be properly maintained to minimize life cycle cost and maximize the useful life of the facility. The parking deck maintenance plan prepared by Walker Consultants in May 2022 calls for specific maintenance activities to be performed over the next five years (2022 - 2026). Annual maintenance expenses range from \$15,000 to \$418,000. The Village should continue to implement the parking deck maintenance plan.

Defer Maintenance on Surface Lots in 2022 and 2023 - The Village owns and maintains 10 surface parking lots serving the Belmont, Fairview and Main Street train stations as well as the downtown area. These parking lots are generally in good condition. The Forest Lot North parking lot, located at the southeast corner of Forest and the railroad tracks, was reconstructed in 2021. The Village should defer maintenance activity on the surface lots in 2022 and 2023. Deferring maintenance for this short time is not expected to increase the life cycle cost of the lots and will reduce expenses by approximately \$60,000 during this timeframe.

Continue to Monitor Parking - The Village should continue to monitor the usage of the parking system and the parking fund revenues. This information will be helpful in preparing financial and operational plans.

Develop a Financial and Operational Plan - In 2023, the Village should develop a financial plan for the parking fund and an operations plan for the parking system. These plans should work together to create long term sustainability. The plans should address issues including:

- The number and location of parking spaces to be provided
- The number and location of daily fee and quarterly permit spaces
- Fees for the use of the parking system
- Multi year revenue and expense projections
- Multi year capital maintenance plan

PRIORITY ACTION ITEMS

A key component of the Long Range Plan is the Village Council Priority Action Items. These nine items reflect Council priorities and serve as the work plan from September 2021 through April 2023. The table below provides a summary of each Priority Action Item.

Priority Action Items Update

The Village Council reviewed the Priority Action Items on August 16 and October 4. The Council directed staff to continue to work on the five Priority Action Items that are currently underway (Village Facilities, ERP, DEI Practices, License Plate Readers and Social Services Gap Analysis Report) and to monitor the status of applications for video gaming licenses by veteran and fraternal organizations. Upon the submittal of an application for a state video gaming license, the Council will consider an amendment to Village Code to permit the operation of video gaming at fraternal organizations and to enact a municipal tax on video gaming. Additional information about the Priority Action Item discussion can be found [here](#).

Priority Action Item	Description	Status
Village Facilities Replacement & Sustainability Plan	This project will result in: <ul style="list-style-type: none"> • Replacement of the existing Police Station and Village Hall • Partnership with D58 for their administrative offices • Improvements to the intersection of Washington Street and the railroad tracks • A financial plan including the estimated total project costs and revenues identified to pay for the project costs 	Ongoing; project remains on-schedule and on-budget
Implement the Enterprise Resource Planning (ERP) System	This project completely replaces the Village's Enterprise Resource Planning System by use of two vendors: <ul style="list-style-type: none"> • Tyler - Finance, Utility Billing and Human Resource functions and licensing • CityView - Community Development permitting functions 	Ongoing; project remains on-schedule and on-budget. See attached report for additional information
Review Diversity, Equity and Inclusion (DEI) Practice	This project consists of reviewing internal Village practices as an employer, services the Village provides to the public and how the Village interacts with the community with a goal of continually improving these practices.	Ongoing; see attached report for additional information

Develop a Social Services Referral Program	Under this program the Village will take steps to connect individuals in need of service with the agencies that provide the services. The program will consist of multiple methods for individuals to contact the Village including in-person, by phone and online. Individuals who contact the Village will receive personal referrals to specific social service providers. Further, the Village will actively seek to identify and contact individuals who may be in need of services.	Completed
Complete a Social Services Gap Report	This project consists of identifying social trends and issues facing the Village by reviewing and analyzing data. From this analysis, service gaps should be identified and strategies for addressing gaps will be presented. The report will be presented to the Human Service Commission for their review. The HSC will forward their recommendations to the Council for consideration.	Ongoing. The draft report is currently under review by the Human Services Commission
Purchase and Install Camera Systems for Police	This project consists of the purchase and operation of a body-worn camera system and a fixed location license plate reader system. The systems should be operational in FY22 or 23. The estimated cost to purchase and operate both systems for the first five years is \$550,000-\$750,000. The Asset Forfeiture Fund should be used for these expenses.	Body-worn camera project complete. License-plate reader implementation is ongoing. See attached report for additional information
Downtown Outdoor Dining 2022 and Beyond	This project consists of creating a downtown outdoor dining program for 2022 and beyond. Outdoor dining areas are located on both public and private property. Key components of the 2020 and 2021 temporary outdoor dining programs will continue to be used. Some changes and additional enhancements will be made as the outdoor dining program evolves from temporary program to a permanent program. Downtown Management Corporation will be a key participant in this action item.	Completed
Enter into a Contract for Solid Waste Collection and Management	This project consists of negotiating and executing a contract for solid waste collection and management services. The Village's current contract with Republic Services expires on March 30, 2023.	Ongoing and under review by Village Council On the August 16, 2022 Village Council Meeting Agenda
Consider Allowing Video Gaming for Restaurants with On-Premise Consumption Liquor Licenses	This project consists of drafting and considering an Ordinance permitting operation of video gaming devices for restaurants holding liquor licenses that allow for on-premise consumption. Items for consideration include the number of	Tabled in Dec. 2021

	gaming licenses available, the number of devices permitted at each location, requirements for creating a separate area for gaming and establishing fees.	
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Attachments

- ERP Status Report
- DEI Status Report
- Social Services Gap Analysis DRAFT Report
- Police Department Camera Systems Report

ENTERPRISE RESOURCE PLANNING (ERP) Update

The Village began a multi-year project in the summer of 2019 to replace its ERP system. Staff began the implementation of the Munis and CityView software systems in 2021. An ERP system integrates functions across an organization that can serve departments' financial and operational processing needs. ERP replacement is one of the largest and most far reaching projects an organization can undertake due to the impact on how work is conducted and the way in which day-to-day tasks are accomplished.

ERP Project Highlights

- Complete replacement of the Village's current ERP system (Eden, launched in 2006)
- Shift from on-premise to cloud-based systems
- Two vendors:
 - Tyler - Finance and Human Resource Department functions and licensing
 - CityView - Community Development permitting functions
- Implementation from 2021 to 2023
 - Phase 1 - Finance Module
 - Phase 2 - Utility Billing Module
 - Phase 3 - City View (Community Development - Permitting)
 - Phase 4 - Payroll/HR Module

Finance (Phase 1) - Operational Since April 2022: Phase 1 was the implementation of the Finance Module, which needed to be operational to integrate with remaining modules and CityView. This includes the General Ledger, Accounts Payable, Purchasing, Budgeting, Fixed Assets, General Billing/Accounts Receivable, Cashiering, Bid/Contract Management and Licensing. It also included replacing the on-line vendor portal and customer service portal with new Munis on-line portals for Vendor Self Service and Customer Self Service. Each piece of this module has been built, configured, tested. This Phase went live on April 4, 2022, which was on schedule. Staff continues to make improvements on all these modules as we learn new functionality and fix minor issues encountered in day to day operations. The Bid/Contract Management and Licensing modules are scheduled to launch at the end of 2022 to allow for completion of required functionality for electronic signatures for Bids and Contracts and custom forms for licensing. Implementation activities will continue throughout 2023.

Utility Billing (Phase 2) - Go-Live in October 2022: The Utility Billing module is primarily built and configured. There is extensive data conversion work ongoing that is required to accurately bring all utility billing customers into the Munis system. This module requires integrations with several third party vendors. Staff is focusing on accurately processing these imports and exports. Parallel billing started in August. Final testing and training is scheduled for October. Go-live in Utility Billing is on track and scheduled for the last week of October 2022. Implementation activities will continue throughout 2023.

City View (Phase 3) - Go-Live in November 2022: The implementation of the CityView software continues to run smoothly. The configuration, workflows and processes have all been analyzed and completed. Currently, validation testing is scheduled through the end of August. The final phases of the implementation include User Acceptance Testing in September and end user training in October. Go-live is on schedule for November. Implementation activities will continue throughout 2023.

HR / Payroll (Phase 4) - Go-Live in January 2023: Staff is currently working to configure the Human Capital Management (HCM) system and the payroll module. Significant work has been done in both systems and parallel payroll processing has started. Next steps include establishing work flows, testing and training. Work has started on the Employee Self Service portal but not all functionality has been configured yet. This module is on track and scheduled to go live the first pay period of 2023. Implementation activities will continue into 2024.

DIVERSITY, EQUITY AND INCLUSION (DEI) PRACTICES UPDATE

Project Name

Review Diversity, Equity and Inclusion Practices

Description

The project consists of two phases, an Internal Phase and External Phase. During the internal phase (current phase), work is focused on organizational management topics that directly affect Village employees, including:

- Creating Awareness and Training
- Identifying DEI Assessment Methods and Best Practices
- Employee Hiring, Promotion and Compensation Practices

During the external phase, the work will focus on the services the Village provides to the public and how the Village interacts with the community. The Village Council will direct these efforts. Topics may include:

- Service Levels
- Budgeting and Capital Projects
- Community Engagement Practices
- Purchasing

Schedule

The project began in January 2021 and will continue through May 2023 and beyond.

Recent Actions

- Drafted Mission and Vision Statements (see attached)
- Completed multiple staff training sessions (see attached)
- Analyzed the demographic makeup of the current employees and hiring practices over the past fifteen years (see attached)
- Broadened recruitment efforts to attract a larger, more diverse applicant pool.
- Ensured fair and equitable succession planning (promotions).

Next Steps

Continue to Train Staff - Staff members will continue to receive training on DEI related topics.

Continue to Participate in MMC Diversity Task Force - Staff members will continue to participate in the MMC Diversity Issues Task Force.

Continue to Broaden and Expand Recruitment Efforts - Staff will continue to proactively outreach into different markets to attract a larger, more diverse applicant pool. All hiring managers are fully invested in DEI, as a strategic advantage.

Launch DEI Team - Staff will create an interdepartmental team to focus on DEI efforts.

Vision

To be an organization of choice where employees are valued, celebrated, hired, and promoted without bias or discrimination.

Mission

To attract and retain a diverse staff, create equitable opportunities for all, and celebrate differences knowing that diversity makes us better.

Staff Training

Inclusive Leadership Training - In November 2021, the Walker Thomas Group facilitated an Inclusive Leadership training session for approximately 35 staff members in leadership and management roles.

Diversity, Welcoming & Inclusion Training - In April 2022, the Walker Thomas Group provided training to all staff members. These cross-departmental training helped uncover bias, promoted fair and equitable processes, offered strategies for conflict resolution, and set expectations of employees as the Village continues on our DEI journey. Staff has the opportunity to further advance efforts of open and supportive dialogue

Sexual Harrassment and Discrimination Prevention Training - All staff members are required to receive Sexual Harrassment and Discrimination Prevention training annually. The 2022 training was completed in July.

YMCA Cultural Humility Training - In late 2020, over 35 staff members in leadership and management positions participated in Cultural Humility training led by the YWCA of Metropolitan Chicago.

Northwestern DEI Training - Three leadership level staff members successfully completed a course entitled *Leading Diversity Equity and Inclusion* at Northwestern University.

Stanford University Graduate School of Business Diversity and Equity Training - One staff member successfully completed a course entitled *Leverage Diversity and Equity for Organizational Excellence*.

Illinois City County Managers Association DEI Webinar - Several members of the leadership team participated in the ILCM Webinar entitled *Diversity, Equity and Inclusion: Where Do I Begin?* held in April. The webinar included presentations from local municipalities which are currently undertaking DEI initiatives.

Metropolitan Mayors Caucus Diversity Issues Task Force - A few staff members have joined and are participating in the MMC Diversity Issues Task Force. Manager Fieldman participated in a task force round table discussion and presented the Village of Downers

Grove DEI initiative. Other presenters included Park Forest, Berwyn, Oswego, Arlington Heights and Wilmette.

DEI Workshop with RC Communications - Five staff members participated in an informal workshop hosted by a Washington, DC based firm RC Communications. The workshop was tailored specifically to help the Village start our DEI initiative.

Race and Ethnicity of Current Staff and Hired Employees

	Downers Grove	VoDG Current Staff*	VoDG Hiring				
			2006-10	2011-15	2015-20	2021	'22 YTD
White	88.0%	90.7%	87.3%	87.0%	86.8%	84.0%	73.3%
Black	4.1%	1.5%	5.0%	3.7%	--	4.0%	—
Hispanic	4.7%	3.6%	4.5%	5.6%	9.8%	8.0%	13.3%
Asian	5.6%	3.4%	--	3.1%	--	4.0%	13.3%
Pacific	--	0.5%	--	--	2.9%	--	—

Gender of Current Staff by Department

Department	Male		Female	
Managers and Clerks Offices	4	50%	4	50%
Building Services	5	83%	1	17%
Legal and Human Resources	0	0%	5	100%
Information Technology	6	75%	2	25%
Finance	0	0%	10	100%
Community Development	9	60%	6	40%
Communications	3	75%	1	25%
Public Works	52	84%	10	16%
Police	67	81%	16	19%
Fire	77	95%	4	5%
Total	223	79%	59	21%

Social Services Gap Analysis Report

Prepared by

Human Service Commission

September 27, 2022

Executive Summary

In December 2020, based on the findings and recommendations of the [Human Service Ad Hoc Committee Report](#), the Council directed staff to develop a social services referral program and to prepare a report identifying gaps in services and strategies to address the gaps. The Village developed the social services referral program from August 2021 through January 2022 and publicly launched the program in February. The program connects individuals in need of service with the agencies that provide the services.

Report Scope

- Identify and quantify gaps in social services determined by the Village through the operation of the social services referral program
- A “Gap in Service” is defined as: *The inability of the Village to successfully refer a resident to a social service agency which provides the requested service*
- A Gap in Service exists when a resident is not aware of the availability of the social service provider or the Village’s referral program (*Awareness*); when a resident does not accept a valid social service referral provided by the Village (*Acceptance*); and when the Village is unable to identify and contact an agency that provides the requested service and can provide the service in a timely manner (*Availability*)

Service Gap Identification

Based on the findings of the Human Service Ad Hoc Committee in 2020, staff is operating under the assumption that public awareness is generally low which constitutes an awareness gap.

No acceptance gap has been identified. The Village has been collecting data on the acceptance of social services referrals since the program’s inception in August 2021. The acceptance rate has been strong. However the Village should refine the measurement of the acceptance rate.

Additional information should be provided to determine if there is an availability gap. The Village has identified a service provider for each of the requested services. The Village is not tracking the extent to which the requested service can be provided in a timely manner.

Participation in the Village’s Taxi Coupon Program for residents 65 years and older or with disabilities has declined significantly due to a lack of availability of taxi services.

Strategies to Address Service Gaps

The Village should consider taking the following steps to address the awareness and availability gaps identified in this report.

- Top Priority - Increase Awareness of the Social Services Referral Program by Creating and Implementing a Public Awareness Campaign
 - Post Messages and Videos on the Village Website and Social Media Platforms
 - Provide Information in the Village E-news, Inside DG Newsletter and Utility Bills
 - Provide Information in the Chamber 630 New Resident Welcome Package

- Partner with Other Governments, such as Downers Grove school districts to Provide Information Using Their Communication Platforms
- Highlight the Referral Program in Police & Fire Public Education Programs
- Arrange for the Social Worker to Present Information at Local Community Organizations
- Explore Partnering with Downers Grove schools to Promote the Social Services Referral Program as Part of the Learning Curriculum.
- Obtain Data and Information to Quantify the Extent of the Awareness Gap
- Use the Data and Information to Identify a Target Audience
- The Human Service Commission Should Operate Information Booths at Various Community Events
- Publish the Information about the Referral Program in Multiple Languages
- Increase Understanding of the Availability of Services by Requesting That the Service Providers Submit Information to the Village About Wait Times and Schedule Availability.
- Improve Senior Residents Access to Transportation by:
 - Referring the Issue to the Transportation and Parking Commission for Their Review and Consideration
 - Promoting the Use and Availability of Township and County Senior Transportation Services
 - Encourage the Township and County to Expand Senior Transportation Services
 - Obtain Qualitative Feedback from Current Program Participants
 - Explore Partnering with Local Community Groups and Not for Profit Organizations to Provide Rides to Senior Residents
 - Explore Partnering with Local Medical Service Providers to Provide Rides to Senior Residents
 - Explore Developing a Senior Subsidy Program with Rideshare Companies

Background & Introduction

In December 2020 the Village Council considered the [Human Service Ad Hoc Committee Report](#). The Council approved an implementation plan which directed staff to develop and operate a social services referral program. The Village publicly launched the social services referral program in February 2022.

The implementation plan also called for the Village to prepare a report identifying gaps in the provision of services and strategies to address the gaps as described in the excerpt from the December 2020 report to Council:

The Village staff will prepare a report which identifies social trends and issues facing the Village by reviewing and analyzing data. From this analysis, service gaps should be identified and strategies for addressing gaps will be presented. This report will be prepared once the referral service program has been operating for a few months. The report will be presented to the Human Service Commission for their review and comment. The HSC may be asked to make recommendations about social service needs priorities and strategies identified in the report. The HSC will forward their comments and recommendations to the Village Council for consideration.

Scope

At their April 19, 2022 meeting, the Village Council established the following scope of the report:

- Identify and quantify gaps in social services determined by the Village through the operation of the social services referral program
- A “Gap in Service” is defined as: *The inability of the Village to successfully refer a resident to a social service agency which provides the requested service*
- A Gap in Service exists when:
 - A resident is not aware of the availability of the social service provider or the Village’s social service referral program (*Awareness Gap*)
 - A resident does not accept a valid social service referral provided by the Village (*Acceptance Gap*)
 - The Village is unable to identify and contact an agency that provides the requested service and can provide the service in a timely manner (*Availability Gap*)
- Recommend strategies to address the identified gaps

Social Services Referral Program

The Village developed the social services referral program from August 2021 through January 2022 and publicly launched the program in February. The program is designed to connect individuals in need of service with the agencies that provide the services. The program consists of multiple methods for individuals to contact the Village including in-person, by phone and on-line. Individuals who contact the Village receive personal referrals to specific social service providers. Further, the Village actively seeks to identify and contact individuals who may be in need of services.

Social Services Referral Program Goals

- Connect Individuals in Need of Services with Agencies that Provide Services
- Increase Public Awareness
- Increase Access to Resources and Opportunities

Each resident who requests referral services or who is identified by staff as described above is contacted by a professionally trained staff member. Upon completion of a discussion, the staff member refers the resident to the appropriate service providers.

Social Service Gap Identification & Analysis

A “Gap in Service” is defined as: *The inability of the Village to successfully refer a resident to a social service agency which provides the requested service.* For purposes of this report, three types of service gaps have been identified.

Awareness Gap - A resident is not aware of the availability of the social service provider or the Village’s social service referral program.

Acceptance Gap - A resident does not accept a valid social service referral provided by the Village.

Availability Gap - The Village is unable to identify and contact an agency that provides the requested service and can provide the service in a timely manner.

Awareness Gap Identification

An *Awareness Gap* exists when a resident is not aware of the availability of the social service provider or the Village’s social service referral program

In 2020, the Human Service Ad Hoc Committee considered presentations by entities currently providing services in the community. Presentations were made by:

- The Village of Downers Grove
- Community High School District 99
- Downers Grove Grade School District 58
- Downers Grove Public Library
- Downers Grove Township
- DuPage County
- NAMI DuPage
- Youth Outlook

Each of these entities summarized the social services they provide and the challenges they face in providing these services. Based on the presentations from the social service providers, the HSAHC found that many social services provided by government agencies and not-for-profit

organizations are available to Downers Grove residents but there appears to be a general lack of awareness by the general public and individuals in need of services that social services are available to them.

The Village publicly launched the social service referral program in February 2022. While the Village publicly announced the program on the website, social media platforms and at Village Council meetings, a complete public awareness campaign has not been undertaken.

The Village is not currently collecting data about the public's awareness of the availability of social services of the social services referral program. Based on the previous findings of the Human Service Ad Hoc Committee, staff is operating under the assumption that public awareness is generally low.

Reducing the awareness gap by implementing the strategies noted later in the report may help to improve the acceptance rate.

Acceptance Gap Identification

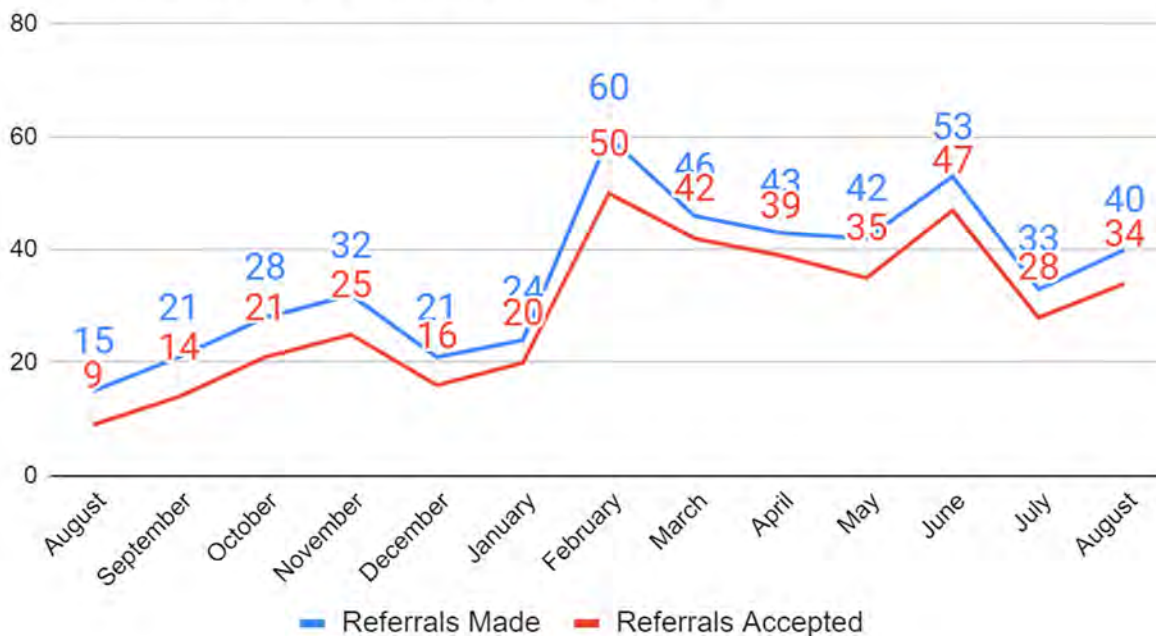
An *Acceptance Gap* exists when a resident does not accept a valid social service referral provided by the Village. The Village has been collecting data on the acceptance of social services referrals since the program's inception in August 2021. The Social Worker requests that residents who receive referrals voluntarily report back whether they accepted the referral. Based on the results of the voluntary reporting, the acceptance rate has been strong. The current measurement relies on residents self reporting the results. Therefore the acceptance rate may be overstated.

Referral Acceptance

Month	Total Referrals	Referrals Accepted	Percent Accepted
Aug 22	40	34	85.0%
Jul 22	33	28	84.8%
Jun 22	53	47	88.7%
May 22	42	35	83.3%
Apr 22	44	39	88.6%
Mar 22	46	42	91.3%
Feb 22	60	50	83.3%
Jan 22	24	20	83.3%
Dec 21	21	16	76.2%
Nov 21	32	25	78.1%

Oct 21	28	21	75.0%
Sep 21	21	14	66.7%
Aug 21	15	9	60.0%
Total	459	380	82.8%

Referrals Made and Referrals Accepted



Many of the residents who may be in need of social services are identified by police officers. These officers contact the Social Worker and recommend that the resident be contacted for a potential referral. The acceptance rate of these types of referrals appears to be higher when the police officer informs the resident that they may be contacted by a Village Social Worker in the coming days. The notification appears to result in a higher likelihood that the resident will speak with the Social Worker and ultimately accept a referral.

Availability Gap Identification

An *Availability Gap* exists when the Village is unable to identify and contact an agency that provides the requested service and can provide the service in a timely manner. The Village is currently tracking the number of times that the Village is unable to identify and contact an agency that provides the requested service. Since the launch of the referral program, the Village has identified a service provider for each of the requested or recommended services. To date, the Village is not tracking the extent to which the requested service can be provided in a timely manner.

Transportation Services for Senior Residents

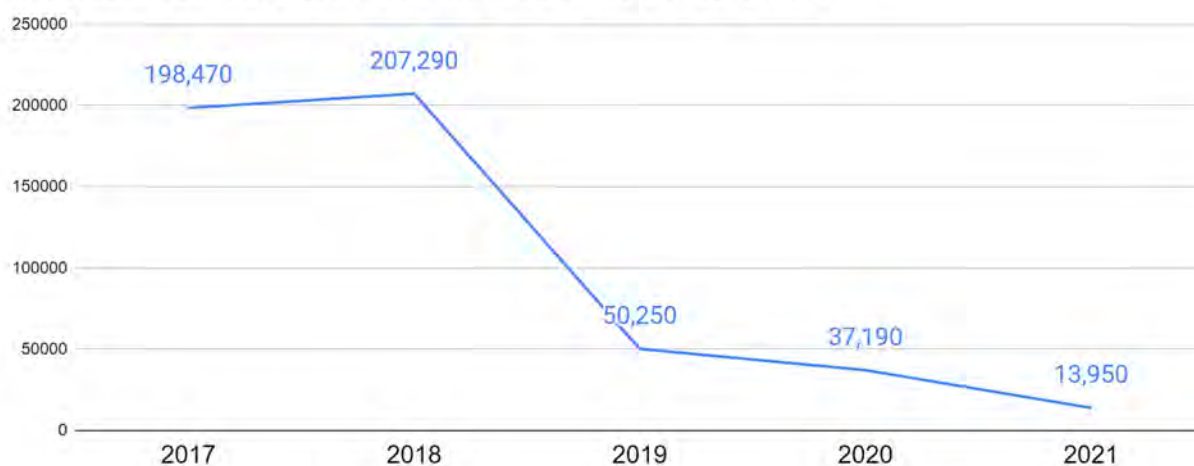
The Village operates a Taxi Coupon Program to assist residents aged 65 years and older and residents with disabilities with their transportation needs. The Village provides a 50% subsidy to offset the cost of taxi services. Participants use coupons in place of cash to pay for taxi fares. In the past several years, participation in the program has declined significantly.

Taxi Coupon Program, 2017 to 2022

Year	Coupons Sold	Coupons Redeemed	Participants
2022 YTD	2,520	1,403	330
2021	12,624	2,966	326
2020	18,324	7,519	278
2019	46,188	18,962	253
2018	65,136	26,339	315
2017	74,628	30,444	350

Residents are reporting that the number of taxis available is also declining. Based on figures provided by the US Bureau of Labor Statistics, there has been a dramatic decline in the number of people employed as taxi drivers.

Number of Taxi Drivers in U.S., 2017 to 2021



Source: United States Bureau of Labor Statistics

Based on the above information, it appears that there may be an availability gap in senior resident transportation services. To further assess and address this gap, staff has contacted Downers Grove Township to discuss how their [Dial-a-Ride](#) program may be of assistance.

Strategies to Address Identified Gaps

The Village should consider taking the following steps to address the awareness and availability gaps identified in this report.

- Top Priority - Increase Awareness of the Social Services Referral Program by Creating and Implementing a Public Awareness Campaign
 - Post Messages and Videos on the Village Website and Social Media Platforms
 - Provide Information in the Village E-news, Inside DG Newsletter and Utility Bills
 - Provide Information in the Chamber 630 New Resident Welcome Package
 - Partner with Other Governments, such as Downers Grove school districts to Provide Information Using Their Communication Platforms
 - Highlight the Referral Program in Police & Fire Public Education Programs
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 - Encourage the Township and County to Expand Senior Transportation Services
 - Obtain Qualitative Feedback from Current Program Participants
 - Explore Partnering with Local Community Groups and Not for Profit Organizations to Provide Rides to Senior Residents
 - Explore Partnering with Local Medical Service Providers to Provide Rides to Senior Residents
 - Explore Developing a Senior Subsidy Program with Rideshare Companies

BODY-WORN CAMERAS UPDATE

On July 1, 2021, the Law Enforcement Officer-Worn Body Camera Act was amended to require all Illinois law enforcement agencies to implement body-worn cameras. In October 2021, the Village entered into a five (5)-year agreement with Axon Enterprise, Inc. to provide an integrated system for body-worn cameras, squad car cameras, interview room cameras, data storage and digital evidence management.

Staff began implementing the body-worn camera system in late 2021. The current status is summarized below:

- Body-Worn Cameras have been implemented
 - A successful pilot project was completed in May of 2022. This pilot program included a limited deployment of the cameras to assess functionality of the equipment and the application of the temporary body-worn camera policy
 - Department-wide training was completed in June of 2022
 - The body-worn camera policy was finalized in June of 2022
 - All sworn personnel were issued a body-worn camera upon completing training in June of 2022
 - Storage of digital evidence through the AXON evidence.com gathered from the body-worn cameras has been implemented
 - The delivery and installation of the AXON squad car cameras has been delayed due to production and supply issues from the manufacturer. Estimated delivery and installation of the squad cameras is Q3 or Q4 of 2022
 - The Village hired a Police Services Technician to manage the administration and maintenance of the the hardware, software, and data related to the implementation of the body-worn cameras, squad cameras and other law enforcement-related technology
-

AUTOMATED LICENSE PLATE READERS (ALPR) UPDATE

In October 2021 the Village entered into a contract with Minuteman Securities Technology for the purchase, installation and operation of a fixed-location Automated License Plate Reader (ALPR) system to be at 18 key entrances to the Village. ALPR cameras read the license plates of all vehicles that enter the community. The system alerts the police when the reader detects a reported stolen vehicle entering the Village. This allows police to respond to the area where the stolen vehicle was last detected and to nearby areas where crimes may be committed. The police response is designed to reduce the likelihood of a crime being committed and to apprehend the driver of the stolen vehicle. A fixed-location Automated License Plate Reader system may also provide leads to aid in the follow-up investigation of violent crimes should they occur in the Village.

Staff began implementing the ALPR camera system in late 2021. The current status is summarized below:

- Staff has identified 18 sites suitable for the deployment of 19 ALPR cameras
 - 4 sites are currently operational
 - 10 sites are awaiting permit approval from the DuPage County Department of Transportation
 - 2 sites are awaiting permit approval from the Illinois Toll Highway Authority
 - 2 sites are pending review and submission of permits to the Illinois Department of Transportation
 - A pilot project was established to test and evaluate the system utilizing the 4 operational sites
 - Full implementation of the ALPR system is pending approval of the outstanding permits; as a result the project completion date is unknown
-

Village of Downers Grove

2021-2023 Long Range Plan

September 14, 2021

Executive Summary

The Long-Range Plan identifies and addresses issues affecting the long-term future of the Village. The Plan establishes the Village's goals and priority actions that guide annual budgets, daily operations and delivery of services. The Long Range Plan consists of:

- Strategic Goals for 2021 to 2023 and beyond
- Key trends and issues affecting the long-term future of the Village
- Strategies and solutions to address the key trends and issues
- Priority Action Items to be completed by April 2023.

To prepare the Long Range Plan, the Village Council met multiple times in a workshop format from May through September. The meetings provided an opportunity for dialogue and collaboration among the Village Council, community members and staff.

Strategic Goals

The Village Council developed the following strategic goals:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- A Safe Community
- Continual Innovation

Trends & Issues, Strategies & Solutions

Trends & Issues	Strategies & Solutions
<p>General Fund Sustainability</p> <p>Total revenues and expenses are projected to be aligned in FY22 and FY23.</p> <p>Revenues and expenses (excluding those related to public safety pension contributions) are projected to increase at 2% to 3% per year.</p> <ul style="list-style-type: none">• Sales Tax revenue is expected to increase due to the new state law requiring payment of online sales taxes.• Food & Beverage tax revenue is expected to increase significantly in 2021 and beyond.• Some key revenues are flat or declining and not keeping pace with expenses.• The State of Illinois may reduce or slow the increase of Income Tax revenue. <p>The cost of required contributions to public safety pensions is projected to continue to increase each year.</p>	<p>Continue to implement cost-control measures.</p> <p>Monitor state budget actions that could impact the Village and work to protect municipal revenues.</p> <p>Continue to reduce reliance on state-shared revenues Maintain reserve balances at the recommended level.</p> <p>Continue to pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions.</p> <p>Consider increasing the property tax levy for operations as necessary.</p> <p>Use Asset Forfeiture Fund to pay for camera systems for Police Department use.</p>

Trends & Issues	Strategies & Solutions
<p>Police Operations Prompted by Criminal Justice Reform Act, the Police Department will experience an increase in administrative work and costs driven by:</p> <ul style="list-style-type: none"> significant increase in officer training additional reporting and administrative tasks including an expected increase in Freedom of Information Act requests the purchase, installation and operation of a body camera system <p>Like many other DuPage County municipalities, the Village has experienced an increase in potentially violent crimes committed by people in stolen vehicles.</p>	<p>Increase civilian administrative staff by 1 to 2 full-time equivalent positions in FY22 and FY23.</p> <p>In FY22 or 23, purchase, install and begin operating a body-worn camera system. The estimated cost for the first five years is \$350,000 to \$450,000.</p> <p>In FY22 or 23 consider purchasing and installing a fixed-location license plate reader system. The estimated cost for the first five years is \$200,000 to \$300,000.</p> <p>The Asset Forfeiture Fund could be used for these expenses.</p>
<p>Stormwater Fund Sustainability The current stormwater capital plan will expire in 2021.</p> <p>Projects to mitigate flooding in floodplains cover large areas, are expensive to construct and require extensive work with other government agencies.</p> <p>Additional maintenance activities are required to allow the system to operate at capacity.</p>	<p>Construct 12 projects in the next three years with a preliminary cost estimate of \$7.5 million.</p> <p>Issue \$5.5 million of bonds in FY22 to finance the construction costs.</p> <p>Use revenue from stormwater utility fees to make debt service payments.</p> <p>Continue to increase the annual stormwater system maintenance activities.</p> <p>Generate required revenue by increasing the stormwater utility fees by approximately 8.7% each year.</p>
<p>Facilities Replacement and Sustainability The 40+ year-old Police Station and 90+ year-old Village Hall are in below average condition and do not provide modern work spaces that allow for efficient and effective interactions among employees and customers. Both facilities have outdated major building systems that will require significant investment to replace. These buildings need major renovation or replacement.</p>	<p>Replace the existing Police Station and Village Hall to ensure long-term sustainability of these facilities using the plan prepared in March 2020, with the following modifications:</p> <ul style="list-style-type: none"> Update the space program Verify that District 58 is interested in exploring a partnership Update the financing plan
<p>Property Tax Levy The property tax levy is projected to increase by 16% to 18% in the next two years from the current \$15.79 million to about \$18.43 million in 2023, driven by:</p> <ul style="list-style-type: none"> Required contributions to public safety pensions expected to increase by approximately \$1.2 million each year Increases of about 2% per year in the levy for operations; an increase of about \$120,000 	<p>Continue to:</p> <ul style="list-style-type: none"> increase the property tax base through economic development efforts pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions <p>Consider increasing the property tax levy for operations.</p>
<p>American Rescue Plan Act The Village will receive approximately \$4.9 million provided in two equal installments in 2021 and 2022.</p>	<p>The ARPA funds will be used to pay for street maintenance activities in 2021 and 2022. This plan will result in an increase in the Capital Fund balance available for a new Police Station/Village Hall.</p>

Priority Action Items

Priority Action Item	Description
Implement the Enterprise Resource Planning (ERP) System	<p>This project will result in the complete replacement of the Village's Enterprise Resource Planning System by use of two vendors:</p> <ul style="list-style-type: none"> • Tyler - Finance, Utility Billing and Human Resource functions and licensing • CityView - Community Development permitting functions <p>Village consultant BerryDunn is managing project implementation.</p>
Facility Replacement and Sustainability Plan	<p>This project will result in:</p> <ul style="list-style-type: none"> • The replacement of the existing Police Station and Village Hall • Potential partnership with D58 for their administrative offices • Improvements to the intersection of Washington Street and the railroad tracks • A financial plan including the estimated total project costs and revenues identified to pay for the project costs
Review Diversity, Equity and Inclusion (DEI) Practices	<p>This project consists of reviewing internal Village practices as an employer, services the Village provides to the public and how the Village interacts with the community with a goal of continually improving these practices.</p>
Develop a Social Services Referral Program	<p>Under this program the Village will take steps to connect individuals in need of service with the agencies that provide the services. The program will consist of multiple methods for individuals to contact the Village including in-person, by phone and online. Individuals who contact the Village will receive personal referrals to specific social service providers. Further, the Village will actively seek to identify and contact individuals who may be in need of services.</p>
Complete a Social Services Gap Report	<p>This project consists of identifying social trends and issues facing the Village by reviewing and analyzing data. From this analysis, service gaps should be identified and strategies for addressing gaps will be presented. The report will be presented to the Human Service Commission for their review. The HSC will forward their recommendations to the Council for consideration.</p>
Purchase and Install Camera Systems for Police	<p>This project consists of the purchase and operation of a body-worn camera system and a fixed location license plate reader system. The systems should be operational in FY22 or 23. The estimated cost to purchase and operate both systems for the first five years is \$550,000-\$750,000. The Asset Forfeiture Fund should be used for these expenses.</p>
Downtown Outdoor Dining 2022 and Beyond	<p>This project consists of creating a downtown outdoor dining program for 2022 and beyond. Outdoor dining areas are located on both public and private property. Key components of the 2020 and 2021 temporary outdoor dining programs will continue to be used. Some changes and additional enhancements will be made as the outdoor dining program evolves from temporary program to a permanent program. Downtown Management Corporation will be a key participant in this action item.</p>
Enter into a Contract for Solid Waste Collection and Management	<p>This project consists of negotiating and executing a contract for solid waste collection and management services. The Village's current contract with Republic Services expires on March 30, 2023.</p>
Consider Allowing Video Gaming for Restaurants with On-Premise Consumption Liquor Licenses	<p>This project consists of drafting and considering an Ordinance permitting the operation of video gaming devices for restaurants holding liquor licenses that allow for on-premise consumption. Items for consideration include, but are limited to, the number of gaming licenses available, the number of devices permitted at each location, requirements for creating a separate area for gaming and establishing fees.</p>

INTRODUCTION AND STRATEGIC GOALS

The Long-Range Plan identifies and addresses issues affecting the long-term future of the Village. The Plan establishes the Village's goals and priority actions that guide annual budgets, daily operations and delivery of services. The long-range planning process is one of many strong management practices that led Standard & Poor's to grant the Village their highest bond rating of AAA. The Long Range Plan consists of:

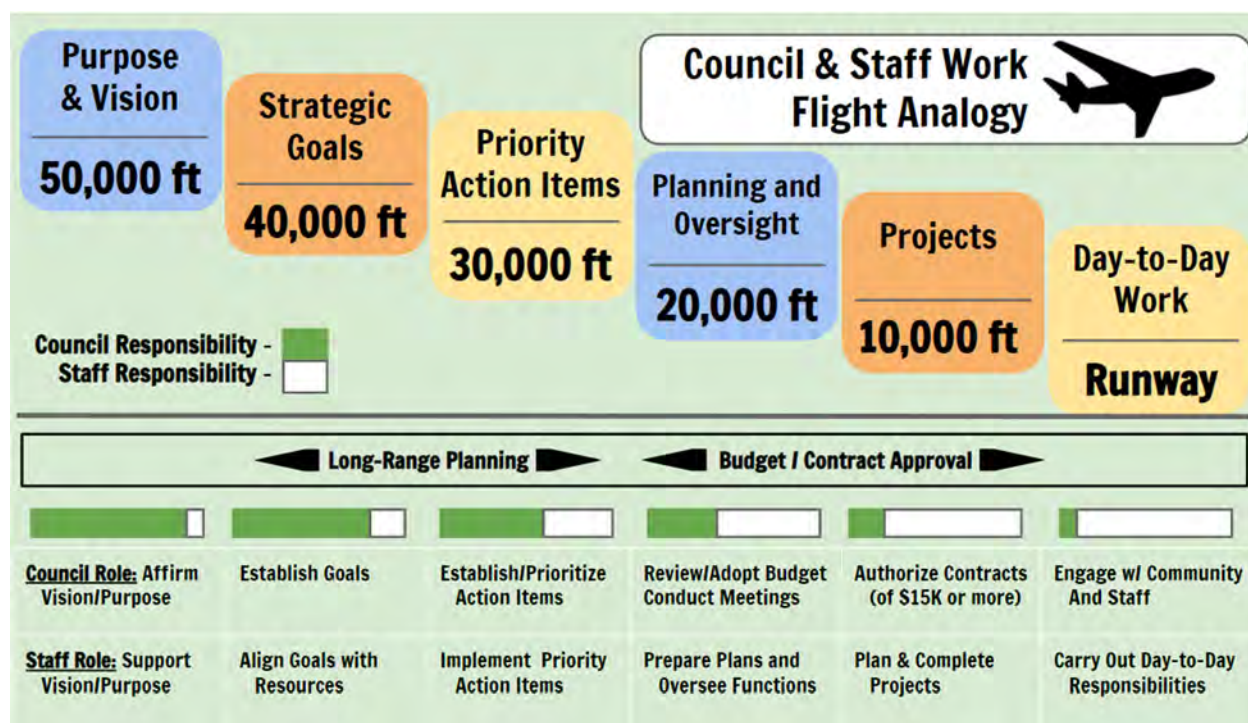
- Strategic Goals for 2021 to 2023 and beyond
- Key trends and issues affecting the long-term future of the Village
- Strategies and solutions to address the key trends and issues
- Priority Action Items to be completed by April 2023.

To prepare the Long Range Plan, the Village Council met multiple times in a workshop format from May through September. The meetings provided an opportunity for dialogue and collaboration among the Village Council, community members and staff.

Date	Topics
May	Introduction and Strategic Goals Key Trends & Issues <ul style="list-style-type: none">• General Fund Sustainability• Police Operations
June	Key Trends & Issues <ul style="list-style-type: none">• Stormwater Fund Sustainability• Village Facilities Plan• Property Tax Levy• American Rescue Plan Act
August	Economic Development Corporation and Downtown Management Corporation Strategic Plans Priority Action Items
September	Review and Accept the 2021-2023 Long Range Plan

Flight Analogy

The graphic below compares the roles of the Village Council and staff with an airline flight. The Long--Range Planning process takes place at the 30,000--40,000 foot level. The Council and community also have opportunities for input at the lower levels throughout the rest of the year, such as during regular Council Meetings, as part of the budget process, and in communicating formally and informally with members of the Village Council and staff.



Strategic Goals

The Village Council developed the following strategic goals:

- Steward of Financial, Environmental and Neighborhood Sustainability
- Exceptional Municipal Services
- Top Quality Infrastructure
- Strong, Diverse Local Economy
- A Safe Community
- Continual Innovation

Achievements and Results

In the past several years, the Village has completed many key accomplishments and achieved significant measurable results to further the Strategic Goals. Prior year [Annual Reports](#) summarize these accomplishments and results.

Vision, Goals & Objectives

The Strategic Goals are supported by and applied in conjunction with the Village's Vision and Goals and Objectives. The [Comprehensive Plan](#) articulates the community's vision for the 7 desired physical, social, and economic characteristics of the Village for the next 15 to 20 years. The Comprehensive Plan includes a Vision Statement that provides a basis for identifying many of the specific Goals and Objectives needed to lead the Village of Downers Grove in the direction of implementation.

Steward of Financial, Environmental and Neighborhood Sustainability

The Village should act as a steward of public resources to achieve financial, environmental and neighborhood sustainability. Financial sustainability can be achieved by aligning expenses with revenues on a long-term basis. The Village should control increases in expenses and implement revenue sources that withstand short-term uncertainty and provide long-term stability.

Environmental sustainability refers to the Village's responsibility to deliver its services in a way that protects or enhances natural resources. The Village seizes opportunities to 'green' its operations when possible, whether by seeking grants to introduce new environmentally friendly practices or by seeking the most environmentally friendly option for existing services.

Neighborhood Sustainability refers to the Village's role in crafting and applying policies and codes that help in maintaining or achieving the desired character of existing neighborhoods.

Exceptional Municipal Services

The services provided by the Village to residents, businesses and all stakeholders should be of the highest quality and exceed expectations. Village services should be delivered at a value to the community and should reflect the needs and desires of the community as a whole. This is achieved through maximizing the value of public dollars by partnering with overlapping and adjacent government entities. The value of the Village's services should be regularly communicated to residents. The Village should be transparent and accessible, and residents should be engaged and able to interact with their local government. The Village achieves this by producing timely communications in multiple media formats, publishing financial information in a way that is clear and understandable, and seeking and implementing new ways to gather input from residents and other stakeholders.

Top Quality Infrastructure

The Village owns and operates several infrastructure systems including streets, stormwater system and water supply and distribution. Specific performance and maintenance standards have been identified for each infrastructure system. The Village should continue to invest in infrastructure systems so that they meet or exceed performance and maintenance standards.

Strong, Diverse Local Economy

The Village should continue to strengthen and diversify the local economy by working with the Downers Grove Economic Development Corporation (DGEDC) and implementing the recommendations of the Village's Comprehensive Plan. The DGEDC, a private not-for-profit

agency, is committed to strengthening and diversifying the local economy by retaining existing businesses and attracting new businesses and achieving the following:

- Strengthen the Sales Tax Base
- Strengthen the Commercial and Industrial Tax Base
- Increase Hotel Tax Revenue
- Increase the Employment Base

The Comprehensive Plan, adopted in 2011 and updated in 2017, serves as a tool for improving the community in many areas, including economic development. The Village continues to work with the DGEDC to implement the recommendations of their five-year Strategic Plan adopted in 2014. The DGEDC is currently in the process of updating their Strategic Plan, which will be completed this summer.

A Safe Community

The Village should strive to provide and maintain a safe and welcoming community by prioritizing safety in services and infrastructure. The services and infrastructure systems provided by the Village should work together to further this goal. Community members should be safe while participating in daily activities such as spending time in their house and neighborhood, driving a vehicle, riding a bike and going for a walk. The Village should enjoy a low crime rate along with a low occurrence of fires and injuries. Buildings, both private and public, should be constructed in a manner that provides a safe environment for all occupants.

Continual Innovation

Innovation refers to the discovery, development and implementation of leading ideas and practices. Continual innovation leads to increased value of each dollar of investment in Village operations. It is achieved by emphasizing a leadership philosophy that is issue-focused and builds on the skills and talents of all employees within the organization. Village staff carefully considers the benefits of innovative practices to ensure success and value to the organization.

GENERAL FUND FINANCIAL SUSTAINABILITY

The General Fund is the Village's main operating fund. Most Village services including Police, Fire, Community Development and most Public Works services are accounted for in this fund. Because the Village is a service organization, the vast majority of costs are related to the people delivering those services.

Trends & Issues	<p>Total revenues and expenses are projected to be aligned in FY22 and FY23. No strategic changes to revenue sources and expenses appear to be necessary to maintain balanced budgets from now until FY23.</p> <p>Revenues and expenses (excluding those related to public safety pension contributions) are projected to increase at 2% to 3% per year.</p> <p>Sales Tax revenue, the Village's top revenue source, is expected to increase in 2021 and beyond due to the new state law requiring payment of sales tax on on-line purchases.</p> <p>Food & Beverage tax revenue is expected to increase significantly in 2021 and beyond driven by strong economic performance in this sector.</p> <p>Some key revenues are flat or declining and not keeping pace with expenses. Hotel tax declined sharply in 2020 and is projected to recover slowly over the next three years.</p> <p>The State of Illinois may reduce or slow the increase of Income Tax revenue (Local Government Distributive Fund) as it works to address State budget issues.</p> <p>The cost of required contributions to public safety pensions has increased significantly in the past several years and is projected to continue to increase each year.</p>
Background and Key Facts	<p>Continued cost control efforts have resulted in small increases in annual expenses; an average of 2.2% per year (2014 to 2019) prior to the pandemic.</p> <p>2020 expenses were cut by \$2 million (actual expenses of \$47.7 million, budgeted expenses of \$49.7 million) during the pandemic.</p> <p>Improvements to risk management have reduced General Fund expenses over the past several years.</p> <p>The Village has made adjustments to the types of revenue sources and rates to improve bottom line revenue performance. Total revenue has increased at average of 2.5% per year (2014 to 2019) prior to the pandemic</p> <ul style="list-style-type: none">• Introduced a 1% Food & Beverage Tax in 2018• Increased the Food & Beverage Tax rate to 1.5% in 2021• Levied property taxes for the cost of required contributions to public safety pensions for the past several years• Adjusted ambulance fees in 2020 and 2021. <p>Revenue performance declined during the COVID-19 pandemic, but was better than originally anticipated. Total General Fund revenue in 2020 was down by \$1.3 million (2.6%).</p>

Strategies & Solutions

- Continue to implement cost-control measures
- Monitor state budget actions that could impact the Village and work to protect municipal revenues
- Continue to reduce reliance on state-shared revenues
- Maintain reserve balances at the recommended level
- Continue to pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions
- Consider increasing the property tax levy for operations as necessary
- Use Asset Forfeiture Fund to pay for camera systems for Police Department use

Implementation of the COVID-19 Financial Response Plan in 2020

The COVID-19 pandemic negatively affected significant sectors of the local economy and therefore, negatively affected revenues in the General Fund. The Village prepared and implemented a COVID-19 financial response plan which positioned the Village for continued financial sustainability. FY20 revenues were \$1.3 million lower than budgeted. Cost control measures resulted in expenses \$2.0 million lower than budgeted. Further the Village obtained a CARES Act grant for \$2.5 million.

Revenue Down by \$1.3 Million (2.6%)
Expenses Down by \$2.0 Million (4.0%)
CARES Act Grant of \$2.5 Million

Financial sustainability has been a long-standing Village goal. This goal has been achieved in the General Fund with revenues exceeding expenses each year for the past twelve years. FY09 was the last year in which expenses exceeded revenues. The General Fund balance has been maintained at the recommended level of 38% to 40% of annual expenses during the same period. In FY20, the Village maintained financial sustainability by developing and implementing a COVID-19 Financial Response Plan. Expense reductions were greater than the revenue shortfall. In addition, the Village secured a grant of \$2.5 million.

Comparing 2017 actuals to 2021 current estimates, revenue has increased by \$6.1 million (13.2% total; an average of 3.3% per year) while expenses have increased by \$4.7 million (10.2% total; an average of 2.5% per year). During the same period, the General Fund balance has remained within the recommended range of 38% to 40% of annual expenses.

Staff projects that both revenues and expenses, except those related to public safety pension contributions, will increase at 2% to 3% annually for the next few years. Therefore, it appears that the Village will not have to make any policy level changes to revenues or expenses to achieve balanced budgets in FY22 and FY23.

General Fund Revenues & Expenses 2017-2021



* FY2020 revenues do not include \$2.6 million in CARES Act funding from the Federal government

FY2020 expenses do not include \$3.2 million in transfers out to the Major Buildings Fund

** FY2021 expenses do not include \$1.4 million in transfers out to the Major Buildings Fund

Expenses

Expenses, excluding the required contributions to public safety pensions, are projected to increase at 2% to 3% annually for the next three years.

General Fund expenses have been increasing at an average of 2.5% per year for the past several years, increasing by \$4.7 million from \$46.2 million in 2017 to an estimated \$50.9 million in 2021.

Personnel costs, primarily public safety pension expenses, have been and will continue to be the key expense driver. The required contributions to public safety pensions increased by \$2.78 million (46%) from \$6.02 million in 2017 to \$8.80 million in 2021, accounting for 64% of the total increase in expenses.

One of the key strategies to reduce expenses over the past decade has been staffing reductions. Total staffing has been reduced by 71.4 Full-Time Equivalent (FTE) positions from 374.8 FTE in 2008 to 303.4 FTE in 2021. These staffing reductions have been coupled with process improvements and efficiency enhancements to maintain service levels while reducing expenses, whenever possible. While the Village will continue to seek out and implement process improvements and efficiency enhancements, it is not likely that the Village will be able to reduce staffing while maintaining service levels.

The Village's focus on risk management over the past decade has not only improved safety for its employees but has been a key factor in controlling General Fund expenses. As the Village has reduced risk related expenses the General Fund expenses have decreased substantially. The Village will continue to focus on risk management for the foreseeable future.

Required Contributions to Public Safety Pensions

The Village's required contributions to the public safety pension funds are projected to increase substantially for the next several years. Based on a recently prepared actuarial projection an increase of over \$1 million per year is projected in the next three years. Provided that the Village continues with the practice of levying property taxes for the required contributions, the levy for public safety pensions is projected to increase from the current \$8.8 million to over \$11 million in 2024.

FY22 Budget Preview

The Downers Grove Police Pension and Fire Pension Boards recently met to review and discuss the 2022 required Village contribution to the funds. The required Village contributions to the pension funds are summarized in the table below.

	2021 Contribution	2022 Contribution	Increase
Police Pension Fund	\$4,011,185	\$4,990,964	\$979,779
Fire Pension Fund	\$4,785,434	\$4,903,198	\$117,764
Total	\$8,796,619	\$9,894,162	\$1,097,543

As noted in the graphs below, while the Village's contributions to police and fire pension funds have increased dramatically since 2012, the percent funded for these funds decreased. The percent funded number will begin increasing in 2022 and will continue to do so until 2040 when it will meet or exceed the State's funding requirements.

Pursuant to the Pension Consolidation Act adopted in 2020, police and fire pension fund investments will be managed by State Boards. These boards, one for police pensions and one for fire pensions, will pool funds from each individual fund and place the investments. This pooled approach is intended to increase investment returns and reduce administrative expenses. If these objectives are accomplished, the future required contributions to the public safety pension funds may be lower than currently projected. The State Boards will also make decisions about the actuarial model which determines the required contributions. If the State Board establishes an investment rate of return percentage assumption that is lower than those currently in place for the Downers Grove pension funds, the future required contributions to the public safety pension funds may be higher than currently projected.

FAQ on Public Safety Pensions

What Does "Public Safety Pension" Mean?

Police officers and firefighters are eligible for pension benefits upon retirement if they meet certain eligibility criteria which are set by State of Illinois law. Each municipality that employs police officers and firefighters must maintain a fund to pay the pensions. The pension funds are invested using parameters established by the State of Illinois to increase the value of the fund over time. The level of pension benefits is determined by State law.

Who Pays for Public Safety Pensions?

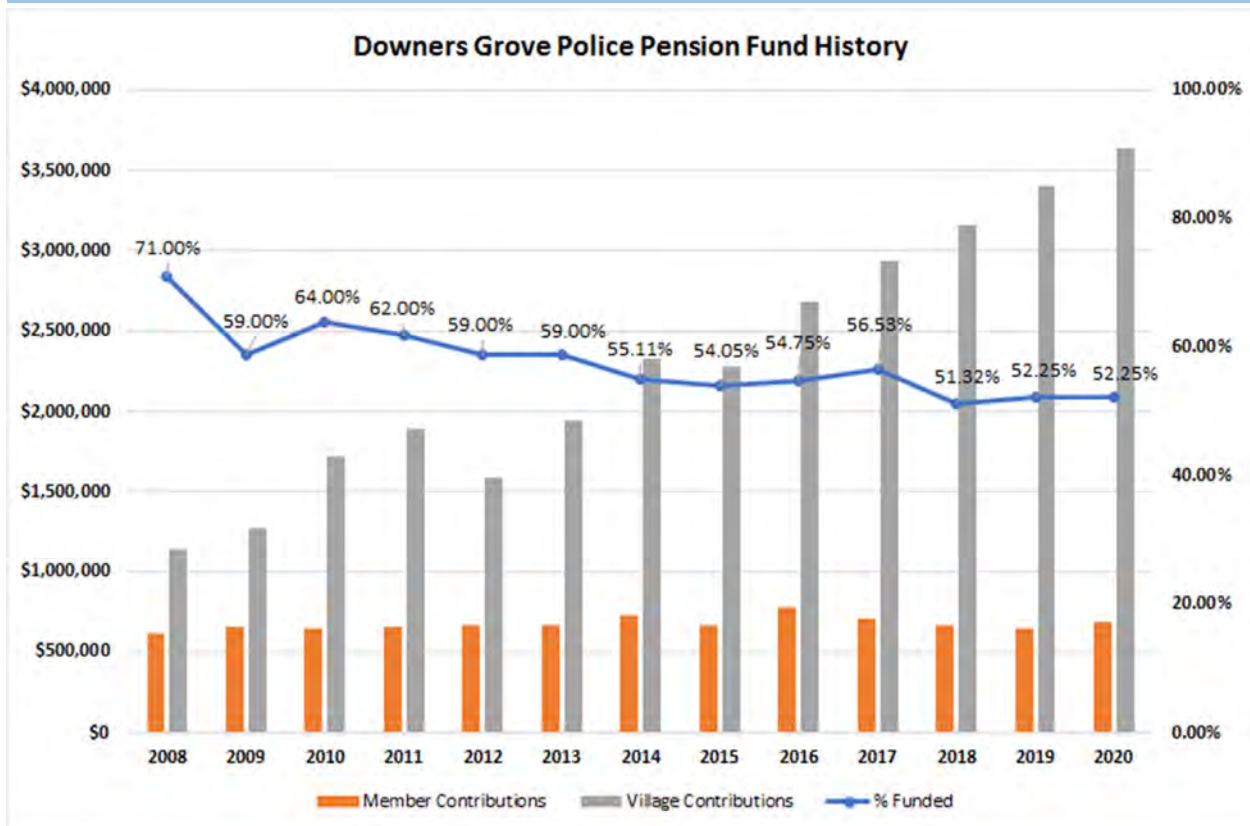
Both the employer and the employee are responsible for funding the public safety (police and fire) pension funds. Police officers contribute 9.91% and firefighters contribute 9.455% of their salary toward their pensions. This percentage is governed by State statute. The Village makes an annual contribution to each pension fund. The amount is based on an actuarial calculation that is determined by figuring the potential cost of the system based on statistical analysis which considers investment returns, employee contributions, and pension benefit payout costs

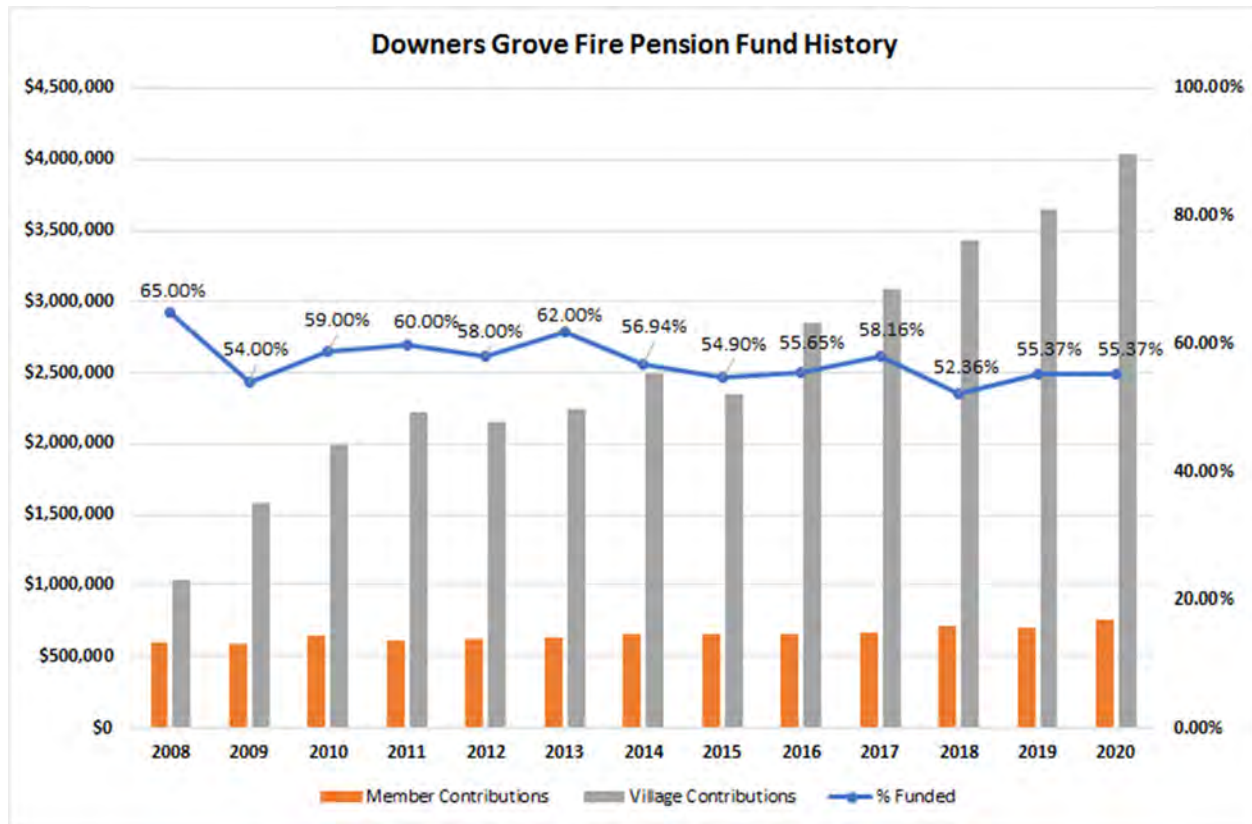
Does the Village Fund the Pensions at the Required Amount?

Yes, each year the Village makes the required annual contribution to both the Police and Fire Pension Funds.

What Does "Pension Levy" Mean?

The Village must contribute a minimum amount to its pension funds to meet the funding level required under State law. The funding level refers to the amount in the pension fund compared to the potential liability. This amount is the Village's annual property tax levy for pension contributions.





Revenues

Revenues, excluding the property tax levy for required contributions to public safety pensions, are projected to increase at 2% to 3% annually for the next three years. Key revenue drivers include sales tax and home rule sales tax (projected to increase due to economic recovery and on-line sales), food & beverage tax and state-shared income tax (LGDF).

Total General Fund revenues have increased by \$4.5 million over the past four years from \$46.2 million in 2017 to a projected \$52.3 million in 2021 (13.2% total increase; 3.3% average annual increase). Revenues are projected to increase by 2 to 3% per year for the next few years. The table below shows the Village's key General Fund revenues from 2017-2021.

Revenue Source	2017	2018	2019	2020	2021 Est.	Outlook
Sales Tax	11.7	11.5	11.4	10.9	12.2	Increase Driven by On-Line Sales Tax
Property Tax - Ops	5.9	5.9	5.9	6.0	6.0	Discretion of Village Council
Income Tax	4.5	4.7	5.2	5.3	5.9	Slow Increase
Utility Taxes	4.5	4.5	4.4	3.9	3.7	Gas & Electric Flat, Telecom Declining

Building Permits	1.9	2.0	1.3	1.2	1.0	Cyclical; Expect Modest Growth
Home Rule Sales	2.0	1.9	1.9	1.7	2.0	Slow Increase Driven by On-Line Sales Tax
Food & Beverage	--	1.9	2.0	1.6	2.9	Moderate Increase Driven by Strong Performance and Rate Increase in 2021
Ambulance Fees	1.1	1.6	1.4	1.5	1.9	Modest Increase Driven by Rate Changes in 2020 and 2021
Local Use Tax	1.3	1.4	1.6	2.1	1.6	On-line sales shifting to sales tax
Cellular Equip Rental	1.1	1.1	1.2	1.2	1.2	Flat
Hotel Tax	0.9	0.9	1.0	0.4	0.5	Slow Recovery

Sales Tax Revenue from On-Line Sales

The State of Illinois recently enacted the “Leveling the Playing Field for Illinois Retailers Act” which requires certain remote retailers to collect and remit state and locally-imposed sales taxes for the jurisdiction where the product is delivered (destination) starting on January 1, 2021. This is a structural change in state sales tax law which should increase the Village's annual sales tax revenue. More information about the Act can be found here:

[Illinois Municipal League Summary](#)

[Illinois Retail Merchants Association Summary](#)

Staff projects that Sales Tax and Home Rule Sales Tax for the Village will increase in 2021 and beyond based primarily on the taxes generated from on-line purchases made by Village residents (destination rates). Staff will continue to monitor performance and update revenue projections.

Month	On-line Sales Tax Revenue
January	\$130,429.31
February	\$101,810.51
March	\$225,027.90
April	\$153,265.52

The generation of sales taxes from the sale of goods housed within Village limits presents an economic development opportunity. The Village, with the partnership of the Downers Grove Economic Development Corporation (DGEDC), should work to attract these types of revenue producing businesses. This strategy is likely to be included in the DGEDC Strategic Plan, which is being prepared now.

VoDG Revenue Based on a \$100 Purchase

Retailer Types	Types of Purchasers		
	Purchased by VoDG Resident	Purchased by Illinois Resident, Not a VoDG Resident	Purchased by a Non-Illinois Resident
Remote Retailer (no presence in Illinois)	\$2.00 (destination rate)	--	--
Marketplace Facilitator with Inventory Housed in VoDG	\$2.00 (origin rate)	\$2.00 (origin rate)	--
Marketplace Facilitator Located Outside of Illinois	\$2.00 (destination rate)	--	--
Marketplace Facilitator with Inventory Housed in IL, Not in VoDG	--	--	--

Food & Beverage Tax

The Village introduced a 1% food and beverage tax in 2018. The rate was increased to 1.5% effective as of March 1, 2021. This tax generated \$1.9 million in its initial year and is projected to generate \$2.9 million in 2021. This sector of the economy has grown steadily for the past decade (with the exception of the impact of the COVID-19 pandemic) and is expected to continue to increase over the next several years.

State Shared Income Tax

Revenue from the Village's portion of State Income Tax has increased from \$4.5 million in 2017 to \$5.3 million in 2020. This revenue is expected to continue to increase over the next few years. However, the State of Illinois is considering changing the municipal share of the income tax to reduce the amount of revenue distributed to municipalities. If such a change is made, the State will use these funds to address its own budget issues.

POLICE OPERATIONS

The Police Department will be making operational changes to comply with the Criminal Justice Reform Act and is considering the use of fixed-location license plate reader cameras to help reduce the risk of violent crimes committed in the Village.

Trends & Issues	<p>Prompted by Criminal Justice Reform Act, the Police Department will experience an increase in administrative work and costs driven by:</p> <ul style="list-style-type: none"> • significant increase in officer training • additional reporting and administrative tasks including an expected increase in Freedom of Information Act requests • the purchase, installation and operation of a body camera system <p>Like many other DuPage County municipalities, the Village has experienced and is likely to continue experiencing an increase in potentially violent crimes committed by people driving stolen vehicles.</p>
Background and Key Facts	<p>The Criminal Justice Reform bill was signed into law February 22, 2021 by Governor Pritzker. Some key components of the act include:</p> <ul style="list-style-type: none"> • Requires all law enforcement agencies to employ the use of body-worn cameras and submit an annual report summarizing the use of the system. The Village must begin using a body-worn camera system by 1/1/25 • Expands training requirements for officers on use of force, duty to intervene, duty to render aid and responding to mental health related incidents • Expands reporting requirements on training, use of force, mental health crises, firearm discharges, in-custody deaths and crime reports • Allows people to file complaints without submitting an affidavit or sworn statement • Requires all records related to complaints, investigations and adjudications of police misconduct to be permanently retained • Establishes a state-level process for officer certification • Prohibits agencies from suspending drivers licenses for unpaid parking and traffic violations • Eliminates use of monetary bail for certain offenses <p>The Village, like many other DuPage County and suburban municipalities, has experienced an increase in potentially violent crimes committed by people driving stolen vehicles. There has been an increase in vehicle thefts and car-jackings in Chicago and suburbs in the past several months.</p>
Strategies & Solutions	<p>Increase civilian administrative staff by 1 to 2 full-time equivalent positions in FY22 and FY23. The estimated cost of two full-time positions is \$150,000 per year. These costs will be included in the General Fund and are reflected in the expense projections in this report.</p> <p>Purchase, install and begin operating a body-worn camera system. The system should be operational in FY22 or 23. The estimated cost to purchase and operate the system for the first five years is \$350,000 to \$450,000. The Asset Forfeiture Fund should be used for these expenses.</p>

	Consider purchasing and installing a fixed-location license plate reader system with cameras located at several key entrances to the Village. The estimated cost for this system for the first five years is \$200,000 to \$300,000. The Asset Forfeiture Fund could be used for these expenses.
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Criminal Justice Reform Act

In February 2021, Governor Pritzker signed into law the Criminal Justice Reform Act. This act will significantly impact Police Department operations and the Village's annual expenses and revenues. The department has already implemented practices to comply with the Act. The financial impacts are expected to affect annual budgets starting in FY22.

The Criminal Justice Reform Act requires agencies to conduct additional police officer training on topics such as use of force, duty to intervene, duty to render aid and responding to mental health related incidents. While the Village currently trains officers in these areas to comply with accreditation standards, additional training will be required. Annual training expenses are expected to increase to pay for the cost of the training sessions and in the form of increased overtime expenses as officers train during on-duty times.

The Act also requires agencies to increase reporting on topics such as training, use of force, mental health crises, firearm discharges, in-custody deaths and general crime reports.

Current and Future Officer Training Hours

	Current Training	Required Training per Act	Increase
Officer Annual Training	73 hours	99 hours	26 hrs (35.6%)
Total Annual Department	5,110 hours	6,930 hours	1,820 hrs (35.6%)

The Act requires all law enforcement agencies to begin using body-worn camera systems by January 1, 2022 to January 1, 2025, depending on the population of the municipality. Downers Grove is required to use body cameras no later than January 1, 2025. In addition to purchasing, operating and maintaining the cameras, the Village will manage digital recordings as part of the records management system and respond to requests for these records under the Freedom of Information Act. Staff expects to receive additional record requests once the system becomes operational. The cost to purchase, operate and maintain the body-worn camera system for the first five years is estimated to be \$350,000 to \$450,000 (\$70,000 to \$90,000 per year). The Asset Forfeiture Fund should be used to cover these expenses. This fund currently has a balance of \$2.6 million and will be able to cover the costs of the body-worn camera system. Staff recommends that the Village begin using the body-worn camera system in FY22 or 23. This project will be included in the Priority Action Item project list.

Staff expects to spend an additional 2,000 to 4,000 hours per year in administrative tasks related to reporting, training and document management. In response to the expected workload increase, an additional one to two full-time equivalent staff positions will be required. The cost of two full-time civilian administrative employees is projected to be about \$150,000 per year. The additional expenses will be included in the General Fund. These expenses are included in the General Fund expense projections in this report. These positions could be added in FY22 and FY23 based on actual workload experience.

Reducing The Risk of Potentially Violent Crimes

Like many other DuPage County municipalities and suburban Chicago communities, the Village has experienced and is likely to continue experiencing an increase in potentially violent crimes committed by people driving stolen vehicles. Not only has there been an increase in vehicle thefts in the Chicago region (including car-jackings), there has been an increase in crimes such as armed robberies, burglaries and thefts committed by people driving stolen vehicles.

Local Trends Related to Stolen Vehicles

	2017	2018	2019	2020
Carjackings by Offenders in Stolen Vehicles	0	0	2	3
Stolen Vehicles	16	22	23	35
Shooting Cases Committed by Offenders in Stolen or Unknown Vehicles	0	0	0	3
Total	16	22	25	38

To help reduce the risk of crimes committed by people driving stolen vehicles, several municipalities near Downers Grove have installed fixed-location license plate reader cameras. The cameras are located at key entrances to the municipalities and read the license plates of all vehicles that enter the community. When the reader detects a reported stolen vehicle entering the municipality, the system automatically alerts the police. This allows police to immediately respond to the area where the stolen vehicle was last detected and to nearby areas where crimes may be likely to be committed. The police response is designed to reduce the likelihood of a crime being committed and to apprehend the driver of the stolen vehicle. A fixed-location license plate reader system may also provide valuable leads to aid in the follow-up investigation of violent crimes should they occur in the Village.

Staff is recommending that the Village consider purchasing and installing a fixed-location license plate reader system. The estimated cost to purchase and operate the system for the first five years is \$200,000 to \$300,000. These costs could be covered by the Asset Forfeiture Fund. Staff is currently researching this topic and may present the issue for Village Council consideration in the coming months.

Using the Asset Forfeiture Fund for Body Cameras and License Plate Readers

The Asset Forfeiture Fund can be used to purchase both the body-worn camera system and the license plate reader system. Money in this fund is generated by asset seizures from joint investigations and operations with the federal government. Money seized from these operations can only be used for law enforcement purposes and cannot be used to replace or supplant budgeted purchases. The Asset Forfeiture Fund currently has a balance of \$2.6 million. The total 5-year cost of both camera systems is estimated to be \$550,000 to \$750,000.

STORMWATER FUND SUSTAINABILITY

Stormwater originates primarily from rain or melting snow. Water that does not soak into the ground becomes runoff. Every property generates runoff and benefits from the Village infrastructure system that manages stormwater. Without proper stormwater management, rain events may result in flooding on roads and properties throughout the Village, leading to property damage and dangerous road conditions. Stormwater runoff must be channeled through a system of pipes, ditches, catch basins and storm drains before being safely discharged into local streams.

The Village manages stormwater by owning and operating a large, complex stormwater infrastructure system which consists of approximately:

- 7,000 drainage structures
- 315 detention facilities
- 140 miles of roadway ditches
- 130 miles of storm sewers
- 12 miles of streams
- 9 miles of culverts

All stormwater related revenues and expenses are accounted for in the Stormwater Fund. Since 2013 the fund has been supported nearly exclusively by fees with revenue generated from utility bills.

Trends and Issues	<ul style="list-style-type: none"> • The current stormwater capital plan (2014 Stormwater Project Analysis) will expire in 2021. • Projects to mitigate flooding in floodplains cover large areas, are expensive to construct and require extensive work with other government agencies • Additional maintenance activities are required to allow the system to operate at capacity
Background and Key Facts	<p>In 2015, the Village established a recommended level of service - to create and maintain a stormwater management system that will safely convey and store runoff from 95% of rainfall events experienced in any given year.</p> <p>Pursuant to the plan established in the 2016 Stormwater Utility Report, the Village would need to gradually increase its annual revenues from \$3.7 million in 2016 to more than \$11 million in order to meet the recommended level of service by 2029. The stormwater utility fee is expected to increase by 8.7% annually.</p> <p>Since 2008, the Village has invested over \$50 million to construct 86 stormwater infrastructure projects.</p>
Strategies & Solutions	<ul style="list-style-type: none"> • Construct 12 projects in the next three years with a preliminary cost estimate of \$7.5 million • Issue \$5.5 million of bonds in FY22 to finance the construction costs.

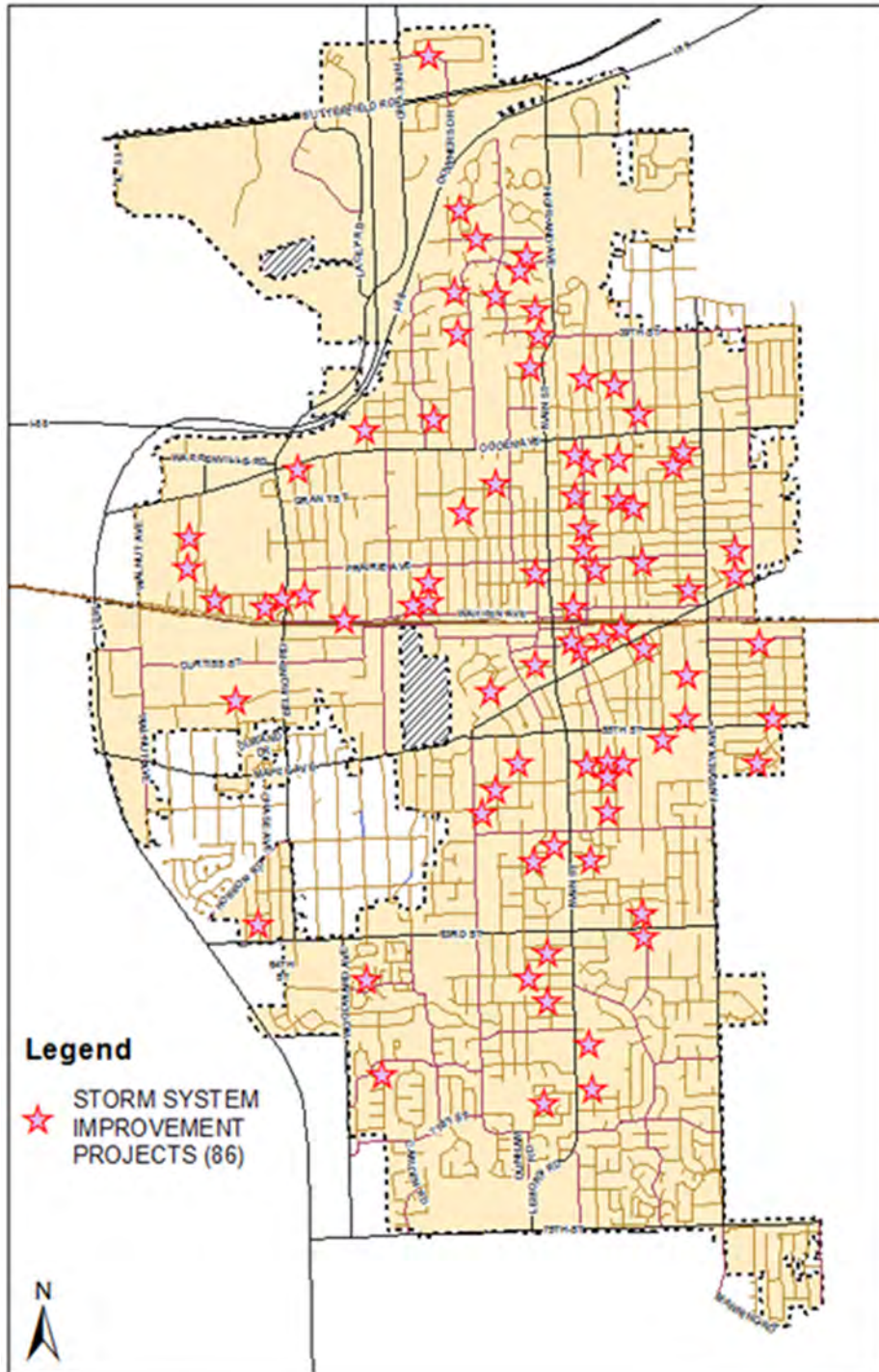
	<p>This bond issuance should be combined with the bond issuance for facilities to reduce issuance costs</p> <ul style="list-style-type: none"> • Use revenue from stormwater utility fees to make debt service payments • Continue to increase the annual stormwater system maintenance activities. • Generate revenue sufficient to cover capital construction costs and maintenance activities by increasing the stormwater utility fees by approximately 8.7% each year
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In 2015, the Village established a recommended level of service for the stormwater management system. The recommended level of service is to create and maintain a stormwater management system that will safely convey and store runoff from 95% of rainfall events experienced in any given year. To achieve the recommended service, the stormwater management system must be properly maintained in all areas and enlarged or expanded in areas that lack adequately sized infrastructure. The stormwater management system serves the entire Village. However, the level of service provided by the system varies. There are three general states of stormwater infrastructure:

- In some portions of the Village the stormwater infrastructure is modern and meets or exceeds the recommended service level.
- In other portions of the Village there is no formalized infrastructure and the service falls well short of the recommended level.
- Finally, in other parts of the Village, the infrastructure is adequately sized but will lose capacity to function fully if the Village does not increase maintenance activities.

The Village has used two stormwater capital plans to identify and prioritize the projects to be constructed. The Watershed Infrastructure Improvement Plan was prepared in 2007 and guided project construction from 2008 through 2014. The [Stormwater Project Analysis](#) was prepared in 2014 and guided project construction from 2014 through 2021.

For over a decade, the Village has been constructing stormwater infrastructure improvement projects in areas where the stormwater system does not meet the recommended service level. Since 2008, the Village has completed 86 stormwater infrastructure projects at a cost of about \$50 million.



Stormwater Capital Projects Plan 2022-2024

The proposed stormwater capital projects plan includes the construction of 12 projects in three years, (2022 through 2024) at an estimated cost of \$7.5 million. In addition to these projects, annually recurring programs such as drainage cost-share program, green streets/sustainable stormwater program, downtown water quality improvements, minor stream corridor maintenance and storm sewer replacement will account for an additional approximate \$1 million per year.

Identification of Projects

The proposed stormwater projects were identified based on three key factors summarized below:

Previously Identified Areas which Experience Frequent Flooding

Staff documents areas that experience frequent flooding, such as roads that flood during heavy storm events, areas that require pumping, frequent ponding/icing on sidewalks and roadway pavement. These issues require a significant amount of staff time and can accelerate the deterioration of roadway pavement and sidewalks. They can also create challenges for first responders and residents traveling on these streets during heavy storm events.

Resident Reports of Structural Flooding

Residents often inform staff about private property flooding, including structural flooding (homes and garages that take on storm water over land, through window wells, etc.). Structural flooding can be very costly and challenging to property owners and is a significant factor in the identification of areas of the Village that do not meet the recommended level of service. Structural flooding that occurs in smaller, more frequent storm events, due to undersized existing drainage infrastructure, inappropriate roadway overflow routes, etc., can often be significantly ameliorated through the introduction or improvement of formalized drainage systems to meet the target level of service. As such, these situations are taken into consideration when prioritizing storm water capital projects.

Resident Applications for Cost-Share Program Improvements

Lastly, staff documents areas where residents are dealing with significant private property drainage issues that have no immediate solution due to the lack of a formalized public drainage system. Generally, these areas are brought to the attention of staff through cost-share program applications or code compliance issues. In some of these cases the lack of a formalized drainage system does not allow for the completion of a cost-share project to assist the residents with their private property issues. The lack of formalized infrastructure can frequently also cause significant drainage issues in the right-of-way, and accelerated deterioration of the pavement, so these projects often align with those identified above.

Project Priorities

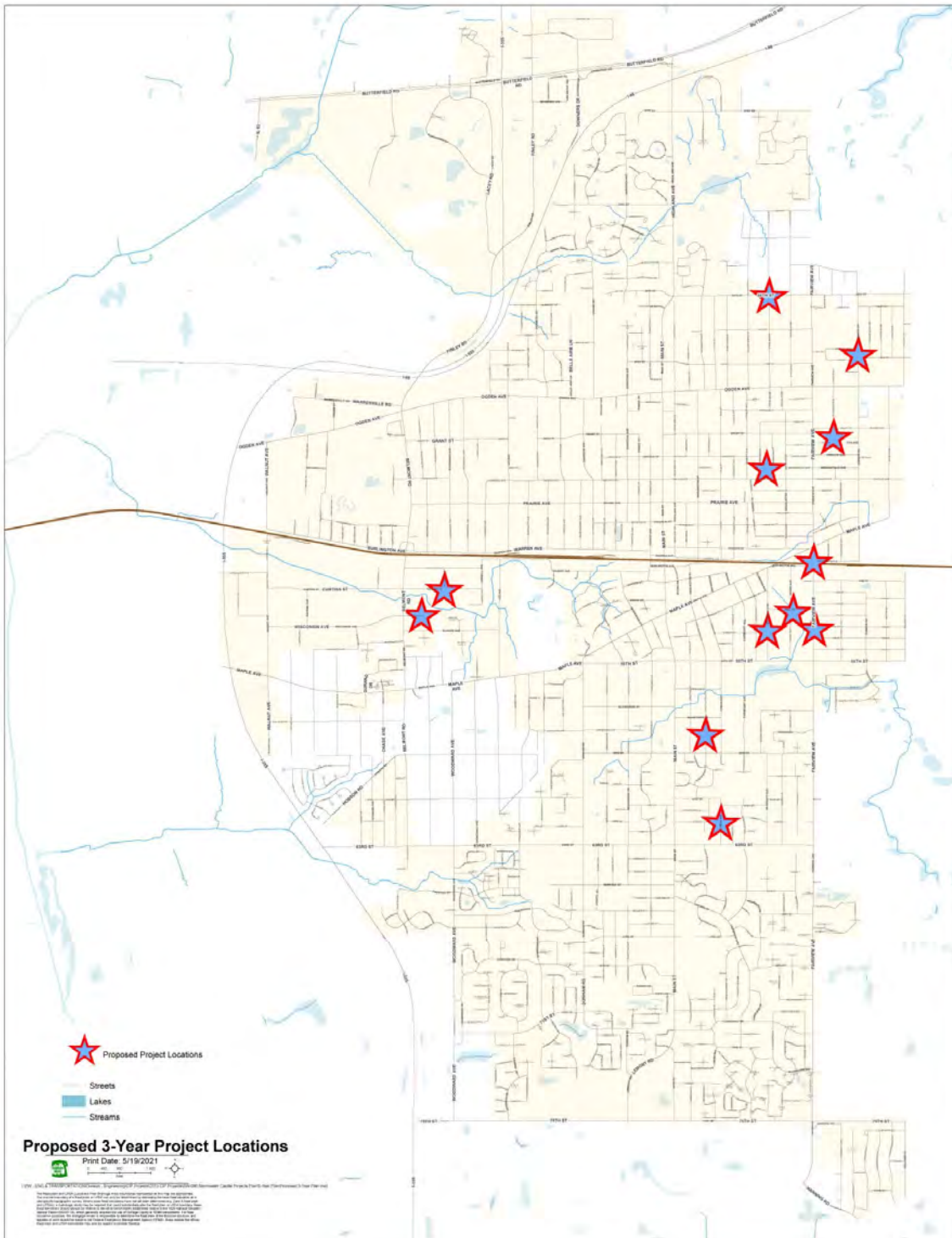
Conceptual improvements for the identified problem areas were formulated and then prioritized using several factors. These factors include:

- the number of properties that generally would benefit from a given project
- structural flooding that is experienced in storms at or below the recommended level of service
- the amount of staff time that is needed for barricading and pumping
- loss of roadway access
- storm sewers or major stormwater overflow routes located on private property
- pavement and sidewalk deterioration
- the need to acquire land to construct improvements
- access for repair of certain portions of the existing drainage system
- the consequences of failure
- the scheduling of other projects, such as water main replacement and roadway resurfacing

Based on these factors, staff is recommending a plan to construct 12 projects over the next three years. They are as follows:

Location	Description	Est. Cost	Year
Wisconsin east of Belmont	Construct new storm sewer/ditch system	\$325,000	22
Fairview at Railroad Tracks	Construct new storm sewer from north to south of RR tracks	\$100,000	22
Lyman at 62nd	Construct new storm sewer system	\$650,000	22
39th & Sterling	Construct new storm sewer system	\$100,000	22
Otis/Grant/Florence Area	Construct new storm sewer system	\$500,000	22
Sherwood & Chicago	Construct new storm sewer system	\$700,000	23
Curtiss & Glenview	Install pump station and new storm sewer outlet to St. Joseph Creek	\$700,000	23
Shady Lane/40th & Roslyn Area*	Construct storage and improve the storm sewer system	\$1,850,000	24
6th & Fairview Area*	Improve storm sewer outlet to St. Joseph Creek	\$800,000	24
Blodgett between Summit and Randall	Construct new storm sewer system	\$725,000	24
Washington between 59th & Blanchard	Construct new storm sewer system	\$500,000	24
St. Joseph Creek between Hill St. and 55th St.*	Stabilize streambank	\$550,000	24
Total		\$7,500,000	

*NOTE: Requires land acquisition or easements



As with past Village stormwater plans, this plan is dynamic, scalable and flexible as design and land acquisition phases unfold. These projects and their respective estimated costs are based on staff's experience with similar past projects and could change depending on design, the availability/location of required land or easements, etc. Should any of these projects be

determined to be infeasible due to the inability to obtain land or easements, or other unforeseen circumstances, or if project costs are significantly lower than estimates, staff will recommend additional projects accordingly.

Project Summaries

Wisconsin east of Belmont

This block takes on a significant amount of off site stormwater runoff from the south, and the roadside ditches are undersized. They frequently overtop causing street flooding. Water overflows between homes on private property. The proposed project would include expanding ditches and culverts, and establishing an overflow route to the northeast through Park District property to St. Joseph Creek. The Village would partner with the Park District to accomplish this project.

Fairview at Railroad Tracks

The storm sewer system along the north side of the railroad tracks on either side of Fairview Ave is old and no longer functions at full capacity. Due to the poor quality of the system, Village staff can no longer televise or clean it. The system surcharges after nearly every rainfall, causing ponded water to sit in the parking lots of the businesses and part of Commuter Lot I north of the tracks. Structural flooding has been reported. The proposed improvement includes installing a new storm sewer under the tracks, and replacing portions of the storm sewer system on both the north and south sides of the tracks along Fairview.

Lyman at 62nd

A ¼-mile stretch of Lyman Ave. between 61st St. and 63rd St. is nearly flat and has no storm sewer system. This condition causes the pavement, curb and sidewalk to deteriorate at a much faster rate than normal, and causes multiple issues with drainage and icing along the sidewalk and in the street. This street is in poor condition and needs to be resurfaced, and the proposed project will introduce a storm sewer system to bring both blocks up to the target level of service, allowing for proper roadway drainage and a longer pavement life cycle.

39th & Sterling

A Localized Poor Drainage Area on private property currently drains via an old clay drain tile, into a private stormwater storage facility in the yard of a single family home. The drain tile is in poor condition and cannot be repaired. In addition, this offsite flow entering the private detention basin has caused frequent overtopping of the basin and the owner has reported flooding of the adjacent house. This project would include intercepting the old clay drain tile on private property and providing it with a positive outlet to the public storm sewer system in Sterling Rd.

Otis/Grant/Florence Area

Grant St. and Otis St. west of Florence Ave. have limited, undersized drainage infrastructure. Both streets drain between houses to the rear yards of the houses on Otis, where there is an undersized private storm sewer through the middle of these yards. The sewer drains into the storm sewer at Florence Ave. and Otis Ave. The old small diameter pipe that drains Grant St. is not in a maintainable condition. Should this pipe fail, there would be no positive outlet for this block of Grant St. This project will provide a storm sewer system in the public rights-of-way for Grant and Otis, connecting to the existing storm sewer system in Florence Ave.

Sherwood & Chicago

These streets have almost no formal drainage infrastructure, causing drainage problems and icing on the sidewalk and street, along with multiple private property drainage issues. A sizable drainage area along and east of Sherwood Ave. drains to an old, small diameter, clay storm sewer that lies on private property between houses. This pipe is not in a maintainable condition, and should it fail there would be no positive outlet for this drainage area, and storm water would flow over land between homes. The project would include the construction of a formal storm sewer system on Sherwood Ave. north of Chicago Ave., and along Chicago from Sherwood to roughly Linden Place.

Curtiss & Glenview

This intersection has no drainage outlet, causing frequent street flooding, house flooding and road closures. Village staff frequently pumps this area after heavy rain events. The proposed improvement includes a pump station and new storm sewer outlet through the Sterling North Park to the creek. The Village would partner with the Park District to accomplish this project.

Shady Lane/40th & Roslyn Area

This area is served by an undersized storm sewer that has caused repeated structural flooding of one home and frequent street flooding leading to road closures and multiple flooded vehicles. The project would include the purchase of property to create a storm water storage basin, as well as an improved storm sewer system.

6th & Fairview Area

The storm sewer system in this area frequently surcharges, creating street flooding leading to road closures and flooded vehicles. Structural flooding has also been reported by residents in this area. The outlet pipe for this storm sewer is deep and ultimately discharges at an elevation believed to be lower than St. Joseph Creek. As a result, the storm sewer is always under water and does not drain freely. This pipe is of unknown condition and quality as it cannot be easily televised. The proposed project includes the construction of a new outlet pipe to St. Joseph Creek, which will likely require property acquisition or an easement on private property. Other minor system upgrades may also be required.

Blodgett between Summit and Randall

Blodgett Ave. from Summit St. to Randall St. has very limited, undersized storm sewer infrastructure. Much of this block drains to a small diameter storm sewer located on private property between houses. It then connects to a storm sewer system on Benton St. that eventually drains back around to Blodgett Ave. at Randall St. This project would provide a storm sewer system on Blodgett Ave that directly connects to the storm sewer system at Blodgett and Randall, all within the public right-of-way. This would provide a maintainable system meeting the target level of service, and allow for the completion of cost-share projects on private properties.

Washington between 59th & Blanchard

This block of Washington St. drains to an old, small diameter pipe that appears to flow west onto private property, possibly under or adjacent to an existing home. The pipe discharges into the alley behind the home. The current condition causes erosion and structural flooding of the detached garage at the north end of the alley at Blanchard St. This pipe is not in a maintainable condition, and if it fails this block of Washington will have no positive outlet. This project will consist of a newly constructed storm sewer system, either in the public right-of-way or through private property to the alley if a voluntary buy-out is available.

St. Joseph Creek Streambank Stabilization

The Village owns property along St. Joseph Creek at the southeast corner of Hill St. and Grand Ave. and at the northeast corner of 55th St. and Grand Ave. The creek in between these properties lies in the rear yards of many single family homes on private property. The creek has significantly eroded and is in need of stabilization along this stretch. Debris from this area frequently flows downstream in larger storm events and collects on the grate at Hill & Grand. Individual property owners cannot effectively perform streambank stabilization on small portions of a creek at a time. Therefore, the most effective way to perform streambank stabilization is for the Village to obtain easements from private property owners over a significant, contiguous portion of the creek to perform streambank stabilization as one cohesive project. Property owners along this stretch of the creek have indicated their willingness to provide the Village with easements to facilitate this project. The Village has completed similar projects successfully on other portions of our creeks, such as Lacey Creek, and St. Joseph Creek between Fairmount and Main. Grant opportunities may be available for this work.

Maintenance Activities

Like all infrastructure systems, the stormwater system must be properly maintained to function at capacity and to minimize the total life cycle cost. Primary maintenance activities include ditch cleaning and restoration, catch basin cleaning and restoration, streambank maintenance and street sweeping. The Village has been increasing maintenance activities each year since the introduction of the stormwater utility in 2013 and currently spends about \$1.8 million per year maintaining the stormwater management system. Funding for maintenance should be increased to about \$2.4 million in FY23.

Financial Plan

The FY21 Stormwater Fund Budget includes \$5.17 million in revenue generated almost exclusively by stormwater utility fees. To construct the capital projects, complete the planned maintenance activities and make debt service payments on existing bonds and the planned bond issuance, revenue of \$5.56 million in FY22 and \$6.03 million in FY23 is required. Stormwater utility fees should be increased from the current \$13.48 per ERU to \$15.93 in FY23. A typical single family house currently pays \$161.76 per year and would pay \$191.16 in 2023.

Planned Stormwater Utility Rates and Revenue

Year	2021	2022	2023	2024	2025	2026	2027	2028	2029
Fee	13.48	14.65	15.93	17.31	18.82	20.46	22.24	24.17	26.27
Revenue	5.04M	5.48M	5.95M	6.47M	7.04M	7.65M	8.31M	9.04M	9.82M

VILLAGE FACILITIES REPLACEMENT & SUSTAINABILITY PLAN

The Village owns and operates seven major buildings that must be properly maintained. Five buildings are in a maintainable condition of *Excellent, Good or Fair*. The Police Station and Village Hall are in *Below Average* condition.

Issues	The 40+ year-old Police Station and 90+ year-old Village Hall are in below average condition and do not provide modern work spaces that allow for efficient and effective interactions among employees and customers. Both facilities have outdated major building systems that will require significant investment to replace. These two buildings are in need of major renovation or replacement. Maintenance activities in the Police Station and Village Hall have been limited in recent years in anticipation of replacement of these buildings.
Background and Key Facts	<p>Between December 2019 and March 2020, the previous Village Council made progress on preparing a plan to replace the existing obsolete buildings with a new combined Police Station and Village Hall to be located on the Civic Center property. Preparation of the Facility Replacement & Sustainability Plan (FRSP) was originally scheduled to be completed in April 2020. Shortly following the meeting on March 10, 2020, work on the FRSP was suspended due to the COVID-19 Pandemic.</p> <p>Additional information regarding the Facility Replacement & Sustainability Plan can be found here.</p>
Strategies & Solutions	<p>Replace the existing Police Station and Village Hall to ensure long-term sustainability of these facilities.</p> <p>Proceed with the plan prepared in March 2020, with the following modifications:</p> <ul style="list-style-type: none">• Update the space program• Verify that District 58 is interested in exploring a partnership• Update the financing plan

Pandemic Impacts - The COVID-19 Pandemic has had short-term and potentially long-term impacts on professional workplaces. As a result of the pandemic, adjustments were made to allow for greater social distancing and ensure safer work environments overall. In addition, employers accommodated expanded work-from-home arrangements during the pandemic. Both of these impacts may have long-term implications for how municipal facilities are designed and constructed in the future, as well as the size and types of spaces provided.

The pandemic also necessitated greater use of online and remote service capabilities. Replacement of the Village's Enterprise Resource Planning (ERP) system, currently underway, will further enhance online service opportunities. Greater use of online services will reduce the need for in-person activities to be performed at a municipal facility.

Key Question?	Facility Replacement & Sustainability Plan as of March 2020	Updated Preliminary Financial Summary
1. What will be constructed?	a. 69,000-75,000sf combined Police Sta./Village Hall b. +7,500-8,500sf for school district partner c. Environmentally sustainable features d. 330-340 parking spaces (visitor, staff, commuters) e. Reconfigured Washington crossing f. ~85-unit apartment building	
2. Where will the construction take place?	a. Within the existing Civic Center Site	
3. When will the construction take place?	a. Not applicable	
4. How much will the project cost?	a. \$40.9-46.8 million (not including environmentally sustainable design beyond code requirements)	\$48 - 54 million
5. How will the Village pay for the project?	a. VoDG Equity \$ 9.2 million b. Partner contribution \$ 4.4 million c. Bond issue \$30.3 million d. Funding sources for bond payments: i. Sale of land + property taxes generated by dev't ii. VoDG revenue sources (capital project fund revenue, expired D58 contribution, gasoline tax, property taxes currently supporting Fire Station #2 debt service) e. Funding gap: Approx. \$145,000/year for 25 years	\$19 - \$21 million Approx. \$3 million \$24 - \$32 million

Summary of Updated Preliminary Financial Information

The updated figures presented in the table reflect total project costs that are 15% higher than had been estimated in 2020. This is attributable to inflationary pressures and increasing cost of construction materials. The amount of Village equity available has increased by approximately \$10 to \$11 million. The Village's better than expected financial position in FY2020 and FY2021 allowed for an increased transfer to the Major Buildings Fund. In addition, the Village Council directed that \$4.9 million in American Rescue Plan funding be used to support the Village roadway improvement program. This action allows an equal amount to be redirected from the Capital

Projects Fund to the Major Buildings Fund to support the FRSP. As a result of these actions, the bond issue necessary to fully fund the project is expected to range from \$24 to 32 million (compared to \$30.3 million that was estimated in February of 2020). This updated financial information may result in the elimination of any funding gap that will have to be covered by property taxes or some other new revenue sources.

Preparing for Improvements to the Police Station and Village Hall

The Below Average condition of the Police Station and Village Hall require major renovations to or replacement of both facilities. The following key concepts may be considered when reviewing options for improvements or replacement:

Efficient Use of Facilities

Facilities should be treated as capital assets that must be used efficiently, maximizing the use of each space within each facility.

Consider How Modern Workers Work

Staff members use technology extensively. Access to computers and phones is no longer tied to a specific place or office. Many workers are or can be mobile. Because of our collaborative environment, much of our work is performed in groups while working in common areas or conference rooms, both in person and virtually.

Create Flexible Work Spaces

Spaces within each facility should be flexible so that they can be used by multiple people for a variety of uses and functions during many times of the work day.

Right-size the Buildings

Facilities should be right-sized such that the Village builds only what is necessary to achieve the stated goals. This means that traditional approaches to space planning and programming based on a staff member's position in the organizational chart should be re-examined. Spaces should be built, sized and designed based on the functions that will be performed by the staff members and customers using the space. Existing community resources such as existing Village facilities and other public facilities should be considered prior to constructing new facilities. The existing facilities should be used as efficiently as possible in an effort to minimize the facilities that may be constructed or remodeled.

Seek Partnerships

Many of the governments that serve the residents of Downers Grove are facing the same or similar challenges of owning and maintaining facilities. Partnering with other governments and agencies should be encouraged in an effort to reduce the overall costs of owning and maintaining public facilities.

A redevelopment of the Civic Center property could offer the opportunity to sell property for private sector redevelopment. Revenue from the sale of land and property taxes paid by the private sector development could be used to pay for the cost of constructing new Village facilities.

PROPERTY TAX LEVY

The Village relies on several sources of revenues, but the property tax levy is one of the most significant sources of funding. Revenues from property taxes are used to fund general operations, make required contributions to public safety pensions and make debt service payments on bonds issued for the construction of Fire Station #2.

Trends and Issues	<p>The total property tax levy is projected to increase by about 16% to 18% in the next two years from the current \$15.79 million to about \$18.43 million in 2023, driven by:</p> <ul style="list-style-type: none"> • Required contributions to public safety pensions expected to increase by approximately \$1.2 million each year • Increases of about 2% per year in the levy for operations; an increase of about \$120,000 each year
Background and Key Facts	<p>The tax levy consists of three key components:</p> <ul style="list-style-type: none"> • Operations • Public Safety Pension Contributions • Capital (Debt Service Payments for Village Facilities) <p>The tax levy has increased from \$12.3 million in 2016 to \$15.8 million in 2021, an average annual increase of 5.7%. The increase in tax levy has been driven nearly exclusively by the increases in the required contributions to public safety pensions.</p> <p>The total taxable value of properties within the Village has increased from \$2.16 billion in 2016 to \$2.76 billion in 2021, an average annual increase of 5.6%</p> <p>The Village tax rate has ranged from .55 to .58 for the past six years</p> <p>The Village property tax accounts for less than 10% of the overall tax bill</p> <p>The owner of a typical residential property pays about \$736 each year in Village property taxes</p>
Strategies & Solutions	<p>Continue to increase the property tax base (Equalized Assessed Valuation) through economic development efforts</p> <p>Continue to pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions</p> <p>Consider increasing the property tax levy for operations as necessary</p>

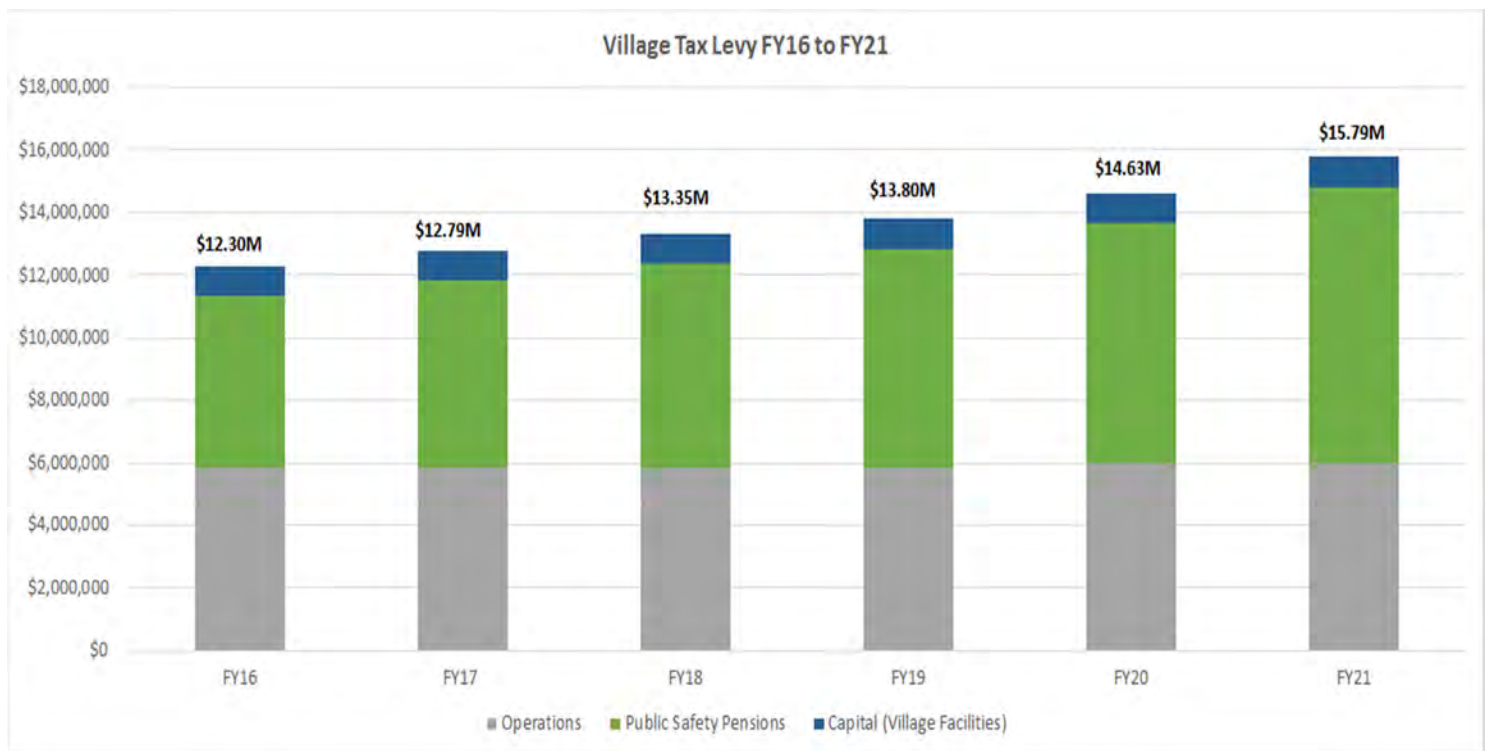
The Village's property tax levy consists of three components that support specific services and obligations of the Village. The two most significant components of the levy are the levy for operations and the levy for pension obligations.

The most recent property tax levy for the Adopted FY21 Budget was \$15.79 million. This is an increase of \$1.16 million over the FY20 property tax levy. The increase is due solely to the levy for required public safety pension contributions.

Village Property Tax Levy FY21

Tax Levy Component	FY21 Adopted
Operations	\$6,022,145
Public Safety Pensions	\$8,796,619
Capital (Village Facilities)	\$971,524
Total	\$15,790,288

Since 2016, the property tax levy has increased by \$3.5 million from \$12.3 million to \$15.8 million (28.4% increase; 5.7% average annual increase).



Equalized Assessed Valuation

The Village's property tax levy is applied to all taxable properties within the Village boundaries. Currently, the total taxable value of all taxable properties (equalized assessed valuation) in the

Village is approximately \$2.76 billion. Each property's tax bill amount is based on its assessed value as a percentage of the total assessed value of all properties.

Since 2016, the Village's equalized assessed valuation has increased by \$580 million from 2.16 billion to \$2.76 billion (27.8% increase; 5.6% average annual increase).

The increases in property tax levy and equalized assessed valuation have been very similar since 2016 (28.4% levy increase; 27.8% EAV increase). Because of this similar amount of change, the Village's tax rate has remained steady ranging from .55 to .58 during this time period.

Levy, EAV and Rate, 2016 to 2021

Year	Levy (millions)	EAV (billions)	Tax Rate
2021	\$15.79	\$2.76	.58
2020	\$14.63	\$2.64	.56
2019	\$13.80	\$2.55	.55
2018	\$13.35	\$2.44	.56
2017	\$12.79	\$2.31	.56
2016	\$12.30	\$2.16	.58

Village Tax Levy on a Typical Residential Property

A typical residential property with a market value of \$382,000 pays about \$736 in property taxes to the Village.

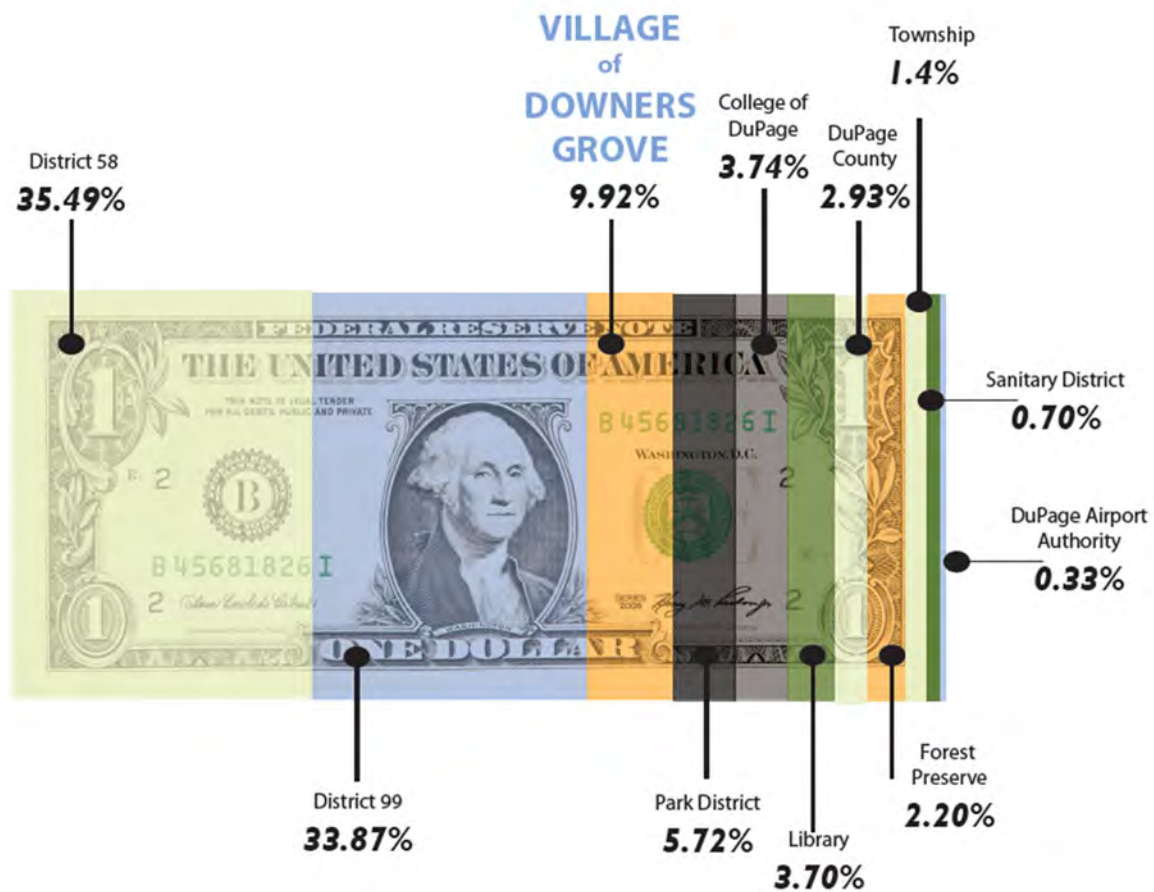
The Village portion of the property tax bill is generally about 9.9% of the total tax bill. Below is a breakdown of the percentage of distribution to local government entities from a typical tax bill. The information, as well as the property tax history of each parcel, is available on the DuPage County website at www.dupageco.org.

Projected Property Tax Levy for 2022 and 2023

The property tax levy is projected to increase by \$2.6 to \$2.8 million in the next two years. This increase of about 16 -18% will be driven by required contributions to the public safety pension funds, debt service payments for a new Police Station and Village Hall and modest increases to the levy for operations.

Projected Property Tax Levy
\$ in Millions

	Operations	Public Safety Pensions	Village Facilities	Total	% Change
2021 Actual	\$6.02	\$8.80	\$0.97	\$15.79	--
2022 Projected	\$6.14	\$10.00	\$0.97	\$17.11	8.35%
2023 Projected	\$6.26	\$11.30	\$0.97	\$18.53	8.30%



MUNICIPAL PROPERTY TAX COMPARISON				
Community	Tax Rate	Median Value	Home	Typical Payment Tax
Addison	1.7180	\$283,901		\$1,626
Bensenville	1.5339	\$268,192		\$1,371
Lisle	1.2584	\$326,853		\$1,371
Villa Park	1.1522	\$271,318		\$1,042
Oakbrook Terrace	1.1062	\$315,175		\$1,162
Carol Stream	1.0599	\$279,259		\$987
Woodridge	0.9691	\$303,772		\$981
Wheaton	0.8913	\$373,430		\$768
Darien	0.8833	\$342,303		\$1,008
Willowbrook	0.7693	\$255,701		\$656
Westmont	0.7512	\$306,626		\$768
Clarendon Hills	0.6857	\$567,435		\$1,297
Lombard	0.5971	\$296,002		\$760
Downers Grove	0.5779	\$382,069		\$736
Naperville	0.5010	\$424,201		\$708
Glen Ellyn	0.4892	\$407,056		\$664
Elmhurst	0.4337	\$470,400		\$680
Hinsdale	0.3710	\$1,020,080		\$1,262
Oak Brook	0.0000	\$729,207		0

AMERICAN RESCUE PLAN ACT

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. ARPA provides funds to support State, local, and Tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

The funds may be used:

- To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- To make necessary investments in water, sewer, or broadband infrastructure.

Funds may not be used for contributions to pension funds, rainy day funds or to offset a reduction in net tax revenue resulting from a change in law, regulation or administrative interpretation that reduces any tax or delays the imposition of any tax increase.

The Village of Downers Grove will receive approximately \$4.9 million provided in two equal installments in 2021 and 2022. The first installment of about \$2.45 million was received June 1. The second installment is expected to be received in June 2022. ARPA funds may be used for expenses incurred between March 2021 and December 31, 2024.

Objectives

The following four objectives were identified for the use of the American Rescue Plan funds:

Adhere to Federal Regulations and Guidance

The Village's use of the funds must conform to the rules and regulations established by the Federal Government. Further, the Village should use the funds in a manner consistent with the Treasury Department guidance and the intent of the Act.

Enhance the Village's Long Term Financial Sustainability

The Village's use of the funds should enhance the Village's overall financial condition. Funds should not be used for services for which the Village plans on providing on an on-going basis but has not identified a long-term sustainable funding source.

Further the Village's Goals and Priorities

ARPA funds may be used for a wide range of purposes. The decision on how the Village should best allocate these funds should be based on the Strategic Goals and Priority Action Items established in the 2021-23 Long Range Plan

Minimize Administrative Burden

The Treasury Department provided the funding directly to the Village as a Metropolitan municipality as defined in the Act. The use of the ARPA funds are subject to quarterly and annual reporting and an annual audit. Some of the allowable uses are likely to require significant tracking and reporting. The Village should be mindful of the administrative burden associated with the use of the funds. It may be beneficial to keep the administrative burden of this program low.

Planned Use of American Rescue Plan Funds

To meet the above objectives, the Village plans to use the \$4.9 million for a selected Government Service or Services.

The ARPA requires that municipalities calculate the reduction in revenue as prescribed in the Treasury Guidance to determine how much of the funding may be spent on Government Services. The Treasury Department established a methodology to be used when calculating reduction in revenue. Recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency (FY19) and projects forward at 4.1%, the national average state and local revenue growth rate from 2015-18. Recipients are allowed to presume that any diminution in actual revenue relative to the expected trend is due to the pandemic.

Revenue is calculated on an entity-wide basis and is defined as revenues collected by a recipient and generated from its underlying economy and would capture a range of different types of tax revenues, as well as other types of revenue that are available to support government services. Calculations of actual reduction in revenue are to be made annually based on actual revenue at the end of FY20, FY21, FY22, and FY23.

Based on the prescribed calculation, the Village reduction in revenue for FY20 was \$4.39 million. It appears that the Village's reduction in revenue will exceed the \$4.9 million allocation by FY21. The Village may begin spending up to \$4.39 million immediately. The Village may spend the balance of the funds after the actual reduction in revenue for FY21 has been calculated.

Year	Revenue	Revenue Compare to Amount	Revenue Reduction	Cumulative Reduction
FY19 (base)	\$59,950,849	\$59,950,849		
FY20 (actual)	\$58,017,700	\$62,408,834	\$4,391,134	\$4,391,134
FY21 (estimate)	\$62,764,836	\$64,967,596	\$2,202,760	\$6,593,894
FY22 (estimate)	\$64,220,981	\$67,631,267	\$3,410,287	\$10,004,181
FY23 (estimate)	\$65,710,907	\$70,404,149	\$4,693,242	\$14,697,423

Using ARPA Funds to Pay for Street Maintenance Activities

The ARPA funds will be used to pay for street maintenance activities in 2021 and 2022. Street maintenance is listed as an example of Government Services in the Treasury's Frequently Asked Question document. The Village plans on spending \$4.4 million for street maintenance in FY21 and \$2.8 million in FY22 from the Capital Fund.

For every dollar of ARPA funds that the Village uses for street maintenance, the fund balance in the Capital Fund is expected to increase by the same amount. The Capital Fund balance is identified as a source of funding for the Facilities Replacement and Sustainability Plan. Implementing this plan will result in an increase in the Capital Fund balance available for use for constructing a new Police Station and Village Hall.

PARTNER ORGANIZATION STRATEGIC PLANS

The Village has operating agreements with Downers Grove Economic Development Corporation (DGEDC) and Downtown Management Corporation (DMC). The organizations work together on a variety of items.

The Downers Grove Economic Development Corporation is the official agency for economic development and tourism for the Village of Downers Grove. Since its founding in 2006, the DGEDC has been the economic engine of Downers Grove. The DGEDC is a public/private partnership that promotes Downers Grove as a location for commercial, industrial and office projects. In addition, DGEDC promotes tourism through the Downers Grove Visitors Bureau.

The Downtown Management Corporation works on creating a diverse retail, shopping and service business environment which will increase activity within this area.

The Village works cooperatively with these organizations to achieve goals related to economic development and downtown related items. Alignment of the Village's Long Range Plan with the DGEDC and DMC Strategic Plans will help ensure the success of all three organizations to the benefit of the entire community. Over the past several years, many of the Village's Priority Actions have focused on topics and issues under the purview of these organizations. The Village has worked together with DGEDC and DMC to complete these actions.

Both entities recently completed their Strategic Plans. These plans were presented for Village Council review and discussion within the context of preparing the Village's Long Range Plan.

Considering EDC and DMC Strategic Plans when Identifying Priority Action Items

The DMC and DGEDC Strategic Plans include goals, action items and work plans. The Village Council should be aware of these organizations' goals, priority actions and work plans when preparing the 2021-23 Priority Action Items. Priorities and actions of all three organizations should be coordinated to avoid overlapping, duplicative work and to ensure that priority actions are not missed.

PRIORITY ACTION ITEMS

A key component of the Long Range Plan are the Village Council Priority Action Items. These items reflect Council priorities and serve as the Village's work plan from September 2021 through April 2023.

Criteria for Priority Action Items

Priority Action Items reflect Council priorities for new policies or revisions to existing programs and policies. The criteria for a Council Priority Action Item include:

- **Support of Strategic Plan Goals and Key Issues** - the action should achieve a measurable result that supports one or more of the Strategic Plan Goals and/or Key Issues addressed during Long-Range Planning.
- **Village Council Policy Direction Required** - the action requires the Village Council to provide policy level direction to be completed.
- **Six Months or More to Complete** - the action requires significant staff and/or Village Council time; six months or more from the time staff begins work on the action to the time the action is completed.
- **Multi-Departmental Effort** - the action requires effort from more than one Village department.

The Priority Action Items will serve as the Village's work plan from September 2021 to April 2023. Below is a draft list of items for Village Council consideration.

Priority Action Item	Description
Implement the Enterprise Resource Planning (ERP) System	<p>This project will result in the complete replacement of the Village's Enterprise Resource Planning System by use of two vendors:</p> <ul style="list-style-type: none">● Tyler - Finance, Utility Billing and Human Resource functions and licensing● CityView - Community Development permitting functions <p>The Village consultant BerryDunn is managing the project implementation.</p>

Facility Replacement and Sustainability Plan	<p>This project will result in:</p> <ul style="list-style-type: none"> • The replacement of the existing Police Station and Village Hall • Potential partnership with D58 for their administrative offices • Improvements to the intersection of Washington Street and the railroad tracks • A financial plan including the estimated total project costs and revenues identified to pay for the project costs
Review Diversity, Equity and Inclusion (DEI) Practices	<p>This project consists of reviewing internal Village practices as an employer, services the Village provides to the public and how the Village interacts with the community with a goal of continually improving these practices.</p>
Develop a Social Services Referral Program	<p>Under this program the Village will take steps to connect individuals in need of service with the agencies that provide the services. The program will consist of multiple methods for individuals to contact the Village including in-person, by phone and online. Individuals who contact the Village will receive personal referrals to specific social service providers. Further, the Village will actively seek to identify and contact individuals who may be in need of services.</p>
Complete a Social Services Gap Report	<p>This project consists of identifying social trends and issues facing the Village by reviewing and analyzing data. From this analysis, service gaps should be identified and strategies for addressing gaps will be presented. The report will be presented to the Human Service Commission for their review. The HSC will forward their comments and recommendations to the Village Council for consideration.</p>
Purchase and Install Camera Systems for Police	<p>This project consists of the purchase, installation and operation of a body-worn camera system and a fixed location license plate reader system. The systems should be operational in FY22 or 23. The estimated cost to purchase and operate both systems for the first five years is \$550,000 to \$750,000. The Asset Forfeiture Fund should be used for these expenses.</p>

Downtown Outdoor Dining 2022 and Beyond	This project consists of creating a downtown outdoor dining program for 2022 and beyond. Outdoor dining areas are located throughout the downtown on both public and private property. Key components of the 2020 and 2021 temporary outdoor dining programs will continue to be used. Some changes and additional enhancements will be made as the outdoor dining program evolves from a temporary program into a permanent program. Downtown Management Corporation will be a key participant in this action item.
Enter into a Contract for Solid Waste Collection and Management	This project consists of negotiating and executing a contract for solid waste collection and management services. The Village's current contract with Republic Services expires on March 30, 2023.
Consider Allowing Video Gaming for Restaurants with On-Premise Consumption Liquor License	This project consists of drafting and considering an Ordinance permitting the operation of video gaming devices for restaurants holding liquor licenses that allow for on-premise consumption. Items for consideration include the number of gaming licenses available, the number of devices permitted at each location, requirements for creating a separate area for gaming and establishing fees.

Implement the Enterprise Resource Planning System

An ERP system integrates functions across an organization that can serve departments' financial and operational processing needs. The current ERP system, Eden by Tyler Technologies, has been in place since 2006. Functions include all the Finance Department systems (budgeting, general ledger, payroll and utility billing), along with building permits, human resources and licensing. Eden has served the Village well over the years, but it is drawing near the end of its useful life. In 2019 the Village began a multi-year project to replace this system. ERP implementation is one of the largest and most far reaching projects an organization can undertake due to the impact on how work is conducted and the way in which day-to-day tasks are accomplished.

This project began in 2019 with staff completing all preliminary work which involved:

- Approval of a professional consulting services contract with BerryDunn to aid in the selection and implementation of the new ERP system
- Researching, preparing and issuing the RFP
- Vendor selection

In 2021, work has focused on the financial management systems. As the project continues to progress, the additional module areas of Human Capital Management / Payroll, Utility Billing and Permitting (with City View) will begin and will proceed through similar phases as the financial modules. The entire implementation schedule is shown below:



Facilities Replacement and Sustainability Plan

This project consists of constructing a new Police Station and Village Hall combined facility on the Civic Center property to replace the existing buildings. The new facility may also be shared with School District 58 for their administrative offices.

On June 15, the Village Council discussed the Facility Replacement & Sustainability Plan (FRSP) as part of the Village's Long-Range Planning (LRP) process. The Village Council expressed a preference for resuming work on the FRSP, which had been suspended since March 2020 due to COVID-19. Updating the plan will involve the following activities:

- Review and update the space needs and programming information
- Update project cost estimates and scheduling information
- Confirm continued interest in a potential partnership by School District 58

The Village has confirmed continued interest by District 58. The remaining two items will require the assistance of a firm with municipal facilities planning and design expertise. As part of the FRSP work in 2019-2020, the Village had engaged the services of FGM Architects, following a competitive selection process. The scope of services included in this contract would allow the Village to complete items 1 and 2 within approximately 60-90 days, and present an updated final plan to the Village Council for consideration and possible implementation.

Review Diversity, Equity and Inclusion Practices

The Village Council identified *Review Diversity, Equity and Inclusion Practices* (DEI) as a Priority Action Item for 2021. The work plan calls for this action item to commence in January 2021 and continue through May 2023 and beyond.

The Village will seek to be an organization of choice where employees are valued, celebrated, hired, and promoted without bias or discrimination. To achieve this vision, the Village will work to attract and retain a diverse staff, create equitable opportunities for all, and celebrate differences.

Village efforts will be based upon and follow the schedule of the Federal Government's DEI initiative. Their efforts and schedule are detailed in the [Presidential Executive Order](#) on this topic. The federal project consists of three phases and culminates in the completion of departmental DEI plans for the President's review. The departmental DEI plans are due in January 2023.

Develop a Social Services Referral Program and Complete a Social Services Gap Report

The Human Service Ad Hoc Committee report was presented to the Village Council at the November 10, 2020 meeting. The [HSAHC Report](#) contains 14 recommendations (6 Top, 4 High and 4 Medium) for the Village Council's consideration.

The action plan for implementing the report, approved by the Village Council in December 2020, consists of the following key points:

- Develop a social services referral program
- Prepare a report identifying gaps in the provision of services and strategies to address the gaps
- Engage professional staff charged with performing the duties and tasks of the action plan
- Appoint members to the Human Service Commission
- Complete the action plan over a 12 to 15-month period beginning at the time the financial conditions allow for the project to start

Develop a Social Services Referral Program

The Village will develop and implement a social services referral program. Under this program the Village will take steps to connect individuals in need of service with the agencies that provide the services. The program will consist of multiple methods for individuals to contact the Village including in-person, by phone and on-line. Individuals who contact the Village will receive personal referrals to specific social service providers. Further, the Village will actively seek to identify and contact individuals who may be in need of services. Residents potentially in need of services will be identified by:

- Police Department staff as they interact with the public on day to day activities
- Fire Department staff as they interact with residents under the Community Care Program
- Community Development staff as they interact with residents on code compliance efforts
- Finance Department staff as they interact with residents paying utility bills

Each resident who requests referral services or who is identified by staff as described above will be contacted by a professionally trained staff member. Upon completion of a discussion, the staff member will refer the resident to the appropriate service providers.

Identify Gaps in the Provision of Services and Strategies to Address the Gaps

The Village staff will prepare a report which identifies social trends and issues facing the Village by reviewing and analyzing data. From this analysis, service gaps should be identified and strategies for addressing gaps will be presented. This report will be prepared once the referral service program has been operating for a few months. The report will be presented to the Human Service Commission for their review and comment. The HSC may be asked to make recommendations about social service needs, priorities and strategies identified in the report. The HSC will forward their comments and recommendations to the Village Council for consideration.

Appoint Members to the Human Service Commission

The action plan calls for the Human Service Commission (HSC) to be reinstated. The HSC's first task will be to review and comment on the report noted above. The HSC should convene their first meeting approximately one month prior to their consideration of the service gap report. Then the HSC should meet as needed to complete their review of the report.

Engage Professional Staff to Perform the Duties and Tasks of this Plan

As recommended by the Long Range Plan and FY21 Budget, the Village may engage a qualified professional staff member to perform the tasks and duties of this plan when financial conditions allow. The Village hired a social worker in July 2021.

Key Tasks and Schedule

Target Date	Key Task
December 2020	Village Council approved the Human Service Commission Action Plan
April 2021	Village Council directed staff to initiate the Action Plan
July 2021	Hired a qualified staff person
Fall 2021	Appoint Human Service Commission
January 2022	Establish the Social Services Referral Program

March 2022	Prepare a report identifying trends and issues in social services provision and strategies to address them
April 2022	HSC consideration of the report identifying trends and issues in social services provision and strategies to address them
May 2022 Include in LRP Update	Village Council consideration of the report identifying trends and issues in social services provision and strategies to address them

Purchase and Install Camera Systems for Police

This project consists of the installation of two camera systems to enhance police services and improve safety for community members and police officers.

Body Worn Camera System

The Criminal Justice Reform Act requires all law enforcement agencies to begin using body-worn camera systems by January 1, 2022 to January 1, 2025, depending on the population of the municipality. Downers Grove is required to use body cameras no later than January 1, 2025. In addition to purchasing, operating and maintaining the cameras, the Village will manage digital recordings as part of the records management system and respond to requests for these records under the Freedom of Information Act. Staff expects to receive additional record requests once the system becomes operational. The cost to purchase, operate and maintain the body-worn camera system for the first five years is estimated to be \$350,000 to \$450,000 (\$70,000 to \$90,000 per year). The Asset Forfeiture Fund should be used to cover these expenses. This fund currently has a balance of \$2.6 million and will be able to cover the costs of the body-worn camera system. The Village plans to begin using the body-worn camera system in FY22 or 23.

Fixed Location License Plate Reader System

The Village plans on purchasing and installing a fixed-location license plate reader system. The estimated cost to purchase and operate the system for the first five years is \$200,000 to \$300,000. These costs could be covered by the Asset Forfeiture Fund.

To help reduce the risk of crimes committed by people driving stolen vehicles, several municipalities near Downers Grove have installed fixed-location license plate reader cameras. The cameras are located at key entrances to the municipalities and read the license plates of all vehicles that enter the community. When the reader detects a reported stolen vehicle entering the municipality, the system automatically alerts the police. This allows police to immediately respond to the area where the stolen vehicle was last detected and to nearby areas where crimes may be likely to be committed. The police response is designed to reduce the likelihood of a crime being committed and to apprehend the driver of the stolen vehicle. A fixed-location license plate reader system may also provide valuable leads to aid in the follow-up investigation of violent crimes should they occur in the Village.

Using the Asset Forfeiture Fund for Body Cameras and License Plate Readers

The Asset Forfeiture Fund can be used to purchase both the body-worn camera system and the license plate reader system. Money in this fund is generated by asset seizures from joint investigations and operations with the federal government. Money seized from these operations can only be used for law enforcement purposes and cannot be used to replace or supplant budgeted purchases. The Asset Forfeiture Fund currently has a balance of \$2.5 million. The total 5-year cost of both camera systems is estimated to be \$550,000 to \$750,000.

Downtown Outdoor Dining in 2022 and Beyond

The current [Long-Range Plan](#) includes a Priority Action Item *Develop a Plan for Outdoor Dining for 2021 and Beyond*, which is described as follows: This project will result in a permanent outdoor dining program for the restaurants located in the downtown. Outdoor dining in the downtown area was significantly expanded in summer 2020, allowing restaurants to operate outdoor cafes in certain on-street and sidewalk locations. The program continues to operate with several improvements made for the 2021 season. The downtown outdoor dining program will be operated in 2022 and beyond. Additional changes will be made as the program becomes permanent. Below is a summary of the current outdoor dining program.

Allocation of Public Space - Public space, including sidewalk and parking spaces, will be allocated by the Village to each participating restaurant based on a number of factors, including:

- 1) The amount of space allocated during the 2020 temporary outdoor dining program;
- 2) The amount of restaurant street frontage;
- 3) Input from the Downtown Management Corporation;
- 4) Restaurant location relative to other establishments and general pedestrian activity levels in the Downtown

Eligibility - All Downtown restaurants currently in operation or planning to open will be contacted regarding participation in the program. New restaurants to the Downtown will be considered on a case-by-case basis, taking into consideration the factors described in “Allocation of Public Space” above.

Impact on On-Street Parking - Additional 15-minute spaces may be provided in certain areas to accommodate short-term and pick-up/drop-off needs for Downtown businesses. The number and location will be determined based on consultation with the Downtown Management Corporation.

Construction Project Impact - Downtown construction projects planned for 2021 include reconstruction of Forest Lot North, crosswalk/corner replacement and resurfacing of portions of Burlington Avenue. The next phase of crosswalk/corner replacement will occur in 2022 and potentially impact areas designated for outdoor dining. These projects may require temporary removal of barricades to allow for the construction work to be completed.

Compliance with Sign Ordinance - Any signage or decorative elements incorporated into the program will comply with the Village’s sign ordinance.

Impact on Community Events - Organizations applying for temporary use permits to hold events will be notified that the 2021 outdoor dining program may necessitate changes in their event application to be considered/approved.

Enter into a Contract for Solid Waste Collection and Management

The Village of Downers Grove contracts for solid waste (refuse, recycling and yard waste) collection and disposal services. This contract serves approximately 14,500 households and provides options for residents to dispose of solid waste with the use of stickers or by renting carts for a monthly fee. Republic Services has been a long-standing provider of this service in Downers Grove. The current contract with the service provider took effect on April 1, 2017 and is set to expire on March 31, 2023. As the expiration of the current contract looms, it is time for the Village to begin consideration of what the next contract will look like. As the Village Council and staff consider the next solid waste contract, the following goals remain the highest priority:

- Furthering the goal of Steward of Environmental Sustainability
- Competitive costs favorable to residential needs and established Village purchasing parameters.
- Allowing residents to use the solid-waste disposal method which best suits their needs.
- Maintaining a contractual relationship with a high-quality and reliable service provider willing to make adjustments to community needs and preferences.

The project will commence with a review of Republic Services performance throughout the duration of the last contract.

Consider Allowing Video Gaming for Restaurants with On-Premise Consumption Liquor License

This project consists of drafting and considering an Ordinance permitting the operation of video gaming devices for restaurants holding liquor licenses that allow for on-premise consumption. Items for consideration include the number of gaming licenses available, the number of devices permitted at each location, requirements for creating a separate area for gaming and establishing fees.

2021-2023 Priority Action Items									
	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Status Beyond '21-'23
Development:									
Implementation:									
Replace ERP System									Complete
FRSP									Implementation
Review DEI Practices									Implementation
Develop Social Services Referral Program									Implementation
Social Services Gap Report									TBD
Purchase & Install Camera System for Police									Complete
Permanent Outdoor Dining Program									Complete
Negotiate & Execute Solid Waste Contract									Complete
Consider Video-Gaming Ordinances For Restaurants									Complete

2023 ADOPTED BUDGET

VILLAGE ORGANIZATIONAL CHART
GFOA BUDGET AWARD
BUDGET PROCESS
FINANCIAL POLICIES
REVENUE ASSUMPTIONS
PROPERTY TAXES
MAJOR REVENUE TRENDS
REVENUE BY SOURCE
DEPARTMENT-FUND RELATIONSHIP
CONSOLIDATED BUDGET SUMMARY
SOURCES AND USES BY FUND
ALL FUNDS SUMMARY

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VILLAGE ORGANIZATIONAL CHART

Citizens of Downers Grove



Mayor Bob Barnett



Greg Hosé



Nicole Walus



Leslie Sadowski-Fugitt



Rich Kulovany



Chris Gilmartin



Danny Glover

Mayor & Commissioners

Board & Commissions

- Historic Preservation Design Review Board
- Board of Fire & Police Commissioners
- Building Board of Appeals
- Community Events Commission
- Environmental Concerns Commission
- Fire Pension Board
- Foreign Fire Fund
- Human Service Ad Hoc Committee
- Human Service Commission
- Library Board of Trustees
- Liquor Commission
- Plan Commission
- Police Pension Board
- Stormwater & Flood Plain Oversight Committee
- Technology Commission
- Transportation & Parking Commission
- Zoning Board of Appeals

Village Attorney
Enza Petrarca

Village Manager
David Fieldman

Village Clerk
Rosa Berardi

Village Manager's Office
Deputy Village Mgr
Michael Baker

Human Resources Department
Lauren Linares

Information Technology Department
Dave Kenny

Finance Department
Robin Lahey

Public Works Department
Andy Sikich

Community Dev't Department
Stan Popovich

Police Department
Michael DeVries

Fire Department
Scott Spinazola

Communications Department
Douglas Kozlowski



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Downers Grove
Illinois**

For the Fiscal Year Beginning

January 01, 2022

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Downers Grove, Illinois for its Annual Budget for the fiscal year beginning January 1, 2022. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

BUDGET PROCESS

Staff starts preparing for the Long Range Plan in January. Staff presents materials to the Council during the summer during a series of public meetings during which Council develops updates to the Long Range Plan. The Long Range Plan guides staff in the preparation of the annual budget.

The budget process begins with an analysis of the first two quarters of the fiscal year and an updated projection of revenues and expenditures for the entire fiscal year. Staff prepares and distributes preliminary revenue estimates, along with departmental expenditure targets for the upcoming fiscal year based on the revenue projections. This information is communicated to department Directors. In July, departments prepare proposed operating budgets and funding requests for the upcoming fiscal year. Then the Finance Director conducts budget meetings with each department to review department budgets. Capital planning is done in August and September when the summer construction season is ending. A draft budget is prepared and the Village Manager meets with the budget team to review the document.

The Village Council typically conducts multiple budget workshops throughout October and November, including a Saturday Coffee with the Council budget workshop. Copies of the proposed budget are made available for the public prior to this meeting online and at Village Hall. A public hearing is conducted and the budget, along with its enabling Ordinance, is presented to the Village Council for adoption in November. Based on the adopted budget, a property tax levy is proposed by Staff for adoption by the Village Council no later than the first meeting in December. Amendments to the adopted budget that increase the total expenditures of any fund require Village Council approval by the adoption of a budget amendment ordinance.

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Staff starts LRP Process												
1st Quarter Budget Review												
LRP Meetings Council and Community												
Mid-Year Financial Review												
Revenue Projections, Departmental Expenditure												
Targets Established, Discussion of Goals												
Finance Review of Departmental Budgets Requests												
Departmental Budget Meetings												
CIP discussion												
Village Manager Budget Review												
Long Range Plan Adopted												
Recommended Budget Released to Village Council												
Council Budget Workshops												
Budget Public Hearing and Budget Adoption												
Tax Levy Public Hearing and Tax Levy Adoption												



FINANCIAL POLICIES AND PROCEDURES

Financial policies guide staff during the preparation of the annual budget. Significant effort has been made during the budget process to ensure that the organization's guiding financial principle was met: to achieve structural balance between revenues and expenditures/expenses in order to ensure that desired service levels are provided on a sustained basis. The accounting policies of the Village of Downers Grove conform to Generally Accepted Accounting Principles as applicable to municipalities. The following is a summary of significant financial policies and practices.

AUDITING AND FINANCIAL REPORTING POLICIES

The Village will produce annual financial reports in accordance with Generally Accepted Accounting Principles as outlined by the Governmental Accounting Standards Board. An independent firm of certified public accountants performs an annual financial and compliance audit according to Generally Accepted Auditing Standards and publicly issues an opinion which is incorporated in the Comprehensive Annual Financial Report. The Village annually seeks the GFOA Certificate of Achievement for Excellence in Financial Reporting and Budgeting. The Village promotes full disclosure in its annual financial statements and bond presentations.

FUND PRESENTATION

The accounts of the Village are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The Village has the following governmental-type funds:

General Fund—The principal operating fund of the Village. It accounts for all revenues and expenditures of the Village not accounted for in other funds. Most governmental services are provided by the General Fund including, but not limited to, Police, Fire, Public Works, and many other smaller departments. This fund is also the repository for most general tax revenue including property, sales, utility and income taxes.

Ogden Avenue TIF—A special revenue fund created to account for the Village's Ogden Avenue TIF District resources and activities. This TIF provides a funding mechanism for Ogden Avenue infrastructure improvements and redevelopment.

Tax Rebate Fund—A special revenue fund created to account for economic development incentives in the form of tax rebates.

Motor Fuel Tax Fund—A state-required funding mechanism for the receipt and use of state revenue for highway maintenance and construction purposes.

Foreign Fire Insurance Fund—A special revenue fund created to account for the funds provided by the Illinois Municipal League for Foreign Fire Insurance.

Asset Forfeiture Fund—A special revenue fund created to account for seized assets during arrests. The resources must be spent on police enforcement activities.

Capital Projects Fund—A capital fund created to account for financial resources to be used for projects in the Capital Projects Budget. It is used to account for general construction and capital improvements not included in other, more specific, capital funds.

Major Buildings Fund—A capital fund included in the Budget and Five-Year Plan to track future building construction for Police, Fire, and Village Hall facilities and project-oriented maintenance activities related to the Village's facilities.

Capital Debt Service Fund—A debt service fund which accounts for the accumulation of resources for, and the payment of, principal and interest on long-term debt for capital improvements.

FINANCIAL POLICIES AND PROCEDURES

Any fund established to account for operations that are financed and operated in a manner similar to private business enterprises or where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; to measure economic performance; or that the determination of revenues earned, costs incurred and/or net income is accurate for management accountability is a Proprietary Fund. The Village has the following Proprietary Funds:

Stormwater Improvement Fund—An enterprise fund which derives its revenue directly from stormwater fees and expends funds for maintenance of stormwater infrastructure.

Water Fund—An enterprise fund which derives its revenues directly from fees for water sales and services, and expends funds directly for water, the maintenance of the water distribution infrastructure, and services of Village Water customers. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the products sold.

Parking Fund—An enterprise fund which derives its revenue directly from the users of the services provided through parking fees. Funds are expended for the maintenance of parking facilities.

Equipment Replacement Fund—An internal service fund which derives revenue from charges to Village departments, and resources are used for the purchase of vehicles, fire, and computer equipment according to the Village's Five-Year Plan.

Fleet Service Fund—An internal service fund which provides maintenance and purchasing support to all Village departmental fleet equipment. This internal service fund pays for its expenses through the collection of maintenance fees from user departments.

Health Insurance Fund—An internal service fund which accounts for the Village's self-insured medical, dental and vision insurance fund. Claims administration is accomplished by a combination of the internal staff and contractual support. The Village also provides coverage for the Library, Park District, EDC and Village retirees, with these participants paying 100% of their premium costs.

Risk Management Fund—An internal service fund used to administer the Village's workers compensation program and Village liability insurance program, handle all Village liability claims, coordinate safety training programs, and handle the legal issues of the OMNIBUS testing for all commercial drivers (CDL).

Any fund established to account for assets held by the Village in a trustee capacity or as an agency for individuals, private organizations, other governments, and/or other funds is classified as a trust or agency fund. The Village has the following trust and agency funds:

Police Pension Fund—A trust fund for the safekeeping and operation of the local Police Pension system. The fund is set by state statute and is administered by a separate Police Pension Board, comprised of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer is an ex-officio member.

Fire Pension Fund—A trust fund for the safekeeping and operation of the local Fire Pension system. The fund is set by state statute and is administered by a separate Fire Pension Board, comprised of two active officers, one retired officer, two trustees appointed by the Mayor, and the Village Treasurer is an ex-officio member.

OPEB Trust Fund—A trust fund for prefunding the Village's obligations for post-employment benefits for Health Insurance.

Construction Deposit Fund—An agency fund established to track the activity of all development and construction bonds held by the Village during construction projects.

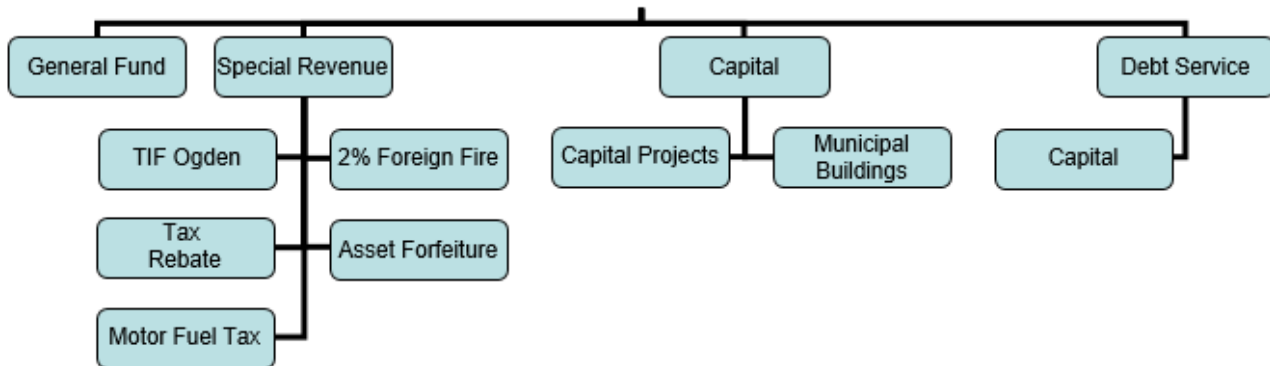
Component Unit—Downers Grove Public Library—The Downers Grove Library has a separately appointed board that annually determines its budget and resulting tax levy. Because the library possesses the characteristics of a legally-separate government and does not service the primary government, the Library is reported as a component unit in this budget.

FINANCIAL POLICIES AND PROCEDURES

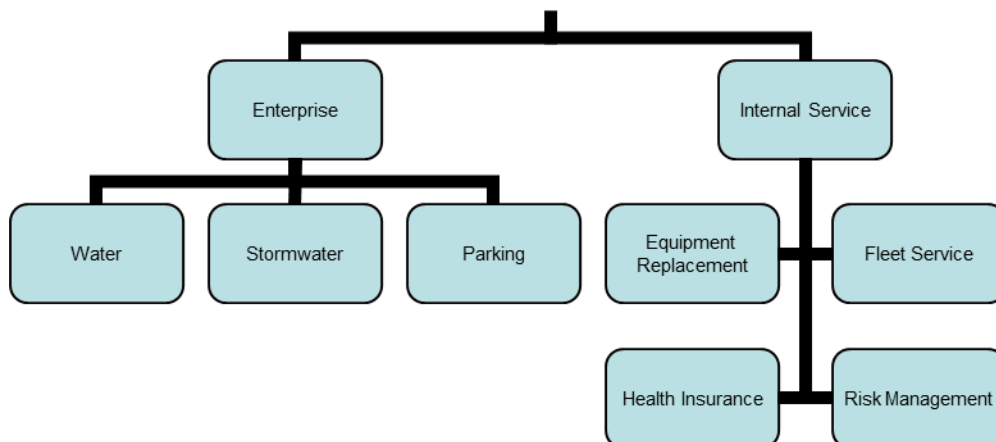
BASIS OF ACCOUNTING

All governmental funds are accounted for using a modified basis of accounting where revenues and other financial resource increments are recognized when they become susceptible to accrual; that is, when they become both “measurable” and “available to finance expenditures of the current period.” “Available” means collectible in the current period or soon enough thereafter to be used to pay the liabilities of the current period. All proprietary funds are accounted for using an accrual basis of accounting where revenues are recorded when they are earned (whether or not cash is received at the time), and expenditures are recorded when goods and services are received (whether cash disbursements are made at the time or not). Agency and trust funds are accounted for using the accrual basis of accounting where transactions are recognized only when cash is increased or decreased. Budgets are prepared on a cash basis. For the purpose of interim reporting and budgetary control on a monthly and quarterly basis, the Village generally reports on a cash basis, consistent with its budgetary basis. See Diagrams.

Modified Accrual Basis of Budgeting

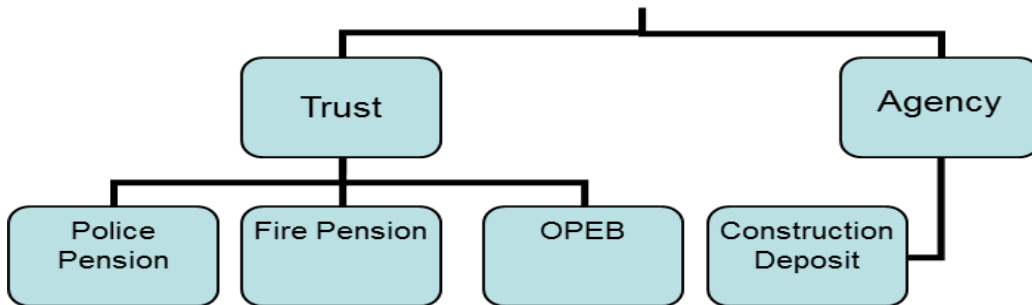


Accrual Basis of Budgeting



FINANCIAL POLICIES AND PROCEDURES

Accrual Basis of Accounting



	General Fund	Capital Fund	Stormwater Fund	Water Fund	Nonmajor Funds
General Government	x	x		x	x
Public Works	x	x	x	x	x
Community Development	x				x
Public Safety	x				x
Community Services	x				x

LONG RANGE PLAN

This year's Long Range Planning process obtained effective policy direction from the Village Council by combining key elements of the Long Range Financial Plan and the Strategic Plan to create an outcome-driven plan that also addresses financial issues and concerns. The Long Range Plan (LRP) has the following elements:

- Financially focused and outcome driven
- Identifies trends and issues affecting Downers Grove
- Determines Overall Priorities
- Identifies potential strategies and solutions
- Updated with each Village Council (2 years)
- Guides budget preparation and daily actions
- Includes action items

Refer to pages 17-106 in this document for more information on the Village's LRP.

BALANCED BUDGET

The Village considers the budget, at the fund level, to be balanced if the budgeted expenditures, plus expected reserve drawdown, are matched by budgeted new revenues and available beginning fund balances. Strategies for balancing the budget include improving efficiency within the organization, identifying alternative revenue sources, eliminating programs or services, and increasing current revenues. If expenditures exceed revenues in any fund, operating reserves are used to meet the shortfalls.

OPERATING BUDGET POLICIES

All budgetary expenditures are incorporated into a budget ordinance, and appropriations lapse at year end. The budget ordinance shall be adopted at the legal level of budgetary control, which is the Fund level. The Village maintains a budgetary control system, which enables the municipality to adhere to the adopted budget. This includes decentralized purchasing, but a centralized requisition, purchase order and accounts payable system to be adhered to by all programs and activities receiving annual Village Council appropriations.

FINANCIAL POLICIES AND PROCEDURES

The Village prepares monthly financial reports comparing actual revenues and expenditures to budgeted amounts and historical amounts. These reports are available online at <http://www.downers.us/govt/village-managers-office/monthly-financial-reports>. Additionally, staff provides the Village Council and public with quarterly budget updates comparing actual versus budgeted revenue and expenditure activities. These updates include changes or revisions in requested budget authority, estimated outlays and estimated receipts for the current fiscal year.

GENERAL FUND - CASH BALANCE/RESERVE POLICIES

The Village's current reserve policy refers to cash balance. Cash balance refers to the targeted amount of cash anticipated for the last month of the fiscal year. A General Fund year-end cash balance is maintained between 2 months of annual operating expenses and 4 months of annual operating expenses where the term "operating expenses" refers to the total amount of budgeted expenses used for regular operations, less the amounts budgeted for:

- Controlled assets
- Capital assets, and
- Pension expense that is specifically supported with a tax levy, (i.e. the Police and Fire Pension contributions).

REVENUE POLICIES

The Village maintains a broad-based, well-diversified portfolio of revenues with a balance of property taxes, excise taxes and user fees. The Village re-evaluates all user charges and fees to ensure that they remain at a rate that directly correlates to the cost of providing such services. Tax and revenue burdens are to be appropriately distributed through the imposition of property taxes; excise taxes, such as sales and hotel taxes; and user fees.

CAPITAL ASSETS

The Village maintains capital asset records to comply with governmental financial reporting standards, to provide a basis for determining appropriate insurable values and establish responsibility for property control. Capital assets are defined as having a useful life greater than one year with an initial, individual cost of \$25,000 or more. Capital Assets include property, plant, equipment and infrastructure assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Description	Years
Infrastructure	20-50
Buildings	50-65
Improvements other than buildings	50-65
Capital Equipment	5-15
Intangibles	5-10

CAPITAL BUDGET POLICIES

A five-year Community Investment Plan (CIP) is updated annually and adopted as part of the budget process. The Village funds a portion of the CIP on a "pay-as-you-go basis" and a portion on a "pay-as-you-use" basis. The Village has dedicated sources of revenue to fund capital.

A capital plan for Water was developed using the 2010 Water Rate Study. In 2012 there was a \$10 million debt issuance for water projects. Also per the Plan, \$5 million was issued in 2015 for water projects, and from 2016-2019, the Village utilized low interest IEPA loans to continue to fund water projects. The IEPA loans were halted in 2020 due to the pandemic. In 2021 the Village created a project plan to pursue additional IEPA loans from 2022 through 2026. However, due to lengthy review times at the IEPA, a response from the IEPA is not anticipated until mid 2023. Stormwater Projects were completed in 2021 with the \$7 million 2019 debt issuance. Additional stormwater projects will be completed from 2022 through 2024 with a \$5.5 million 2022 debt issuance. Additionally, \$36 million in debt was issued in 2022 for the construction of a combined Village Hall/Police Station. The construction of infrastructure is outlined in the Village's Capital Improvement Plan, and the Village is aware that new infrastructure will result in ongoing maintenance costs to the Village.

FINANCIAL POLICIES AND PROCEDURES

Revenue Sources for Capital Projects

Fund	Infrastrucutre or Facility	Current Revenue Source
102- Motor Fuel Tax	Streets - Roadway Maintenance	Motor Fuel Tax
220 - Capital	Streets	Home Rule Sales Tax Property Tax Telecom Tax
	Bikeways	
	Facilities Maintenance	
	Debt Service - Fire Station #2	
	Debt Service - Road Reconstruction	
	Sidewalks	
	Traffic Projects	
223 - Major Buildings	Streetlights	Local Gasoline Tax
	Village Hall	
443 - Stormwater	Police Station	Stormwater Fees
	Stormwater and Draining	
471 - Parking	Debt Service - Stormwater	Parking Fees
481 - Water	Parking Projects	Water Fees
110- Ogden TIF	Watermains and Water System	TIF Increment
	Sidewalks	
	Redevelopments	
	Traffic Projects	

***Grant Revenue or intergovernmental revenue is not included as a source of revenue.**

TAX INCREMENT FINANCING POLICIES

The Village will consider TIF districts, where viable, as a funding mechanism to encourage additional development in the Village. TIF districts were created in 1997 in the Central Business District and in 2001 along the Ogden Avenue Corridor.

INVESTMENT POLICIES

The Village maintains a cash management and investment policy which is reviewed on a regular basis. Cash reserves and temporarily idle funds are invested in accordance with this policy. The primary objectives of Village investment activities shall be: legality, safety, liquidity, and yield. The intent of the Village Investment Policy is to outline a plan for ensuring prudent investments of the Village funds and maximizing the efficiency of the Village's cash management procedures. The goal is to invest public funds in a manner that will provide the maximum security and the highest investment return while meeting both the daily cash flow demands of the Village and conforming to all state and local statutes governing the investment of public funds, in particular, Statute 30 ILCS 235, the Public Funds Investing Act.

FINANCIAL POLICIES AND PROCEDURES

All participants in the Village's investment process shall act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall investment program shall be designed and managed with a degree of professionalism that is worthy of public trust.

The Village's policy authorizes investments in a restricted selection of the State authorized investments. The financial institutions with whom the Village does business are all selected through a qualified process. The policy identifies parameters for diversification as it relates to types of investments, number of institutions invested in and length of maturity for investment. Village funds on deposit in excess of FDIC limits must be secured by collateral. All security transactions entered into by the Village are conducted on a delivery versus payment basis to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities are held by a third-party custodian. The Finance Director provides an investment report to the Village Council on a monthly basis.

DEBT POLICIES

The Village of Downers Grove faces continuing capital infrastructure requirements to meet the increasing needs of the community. The costs of these requirements will be partially met through the issuance of debt. The Village has a debt management policy which was developed to help ensure the Village's credit worthiness and to provide a functional tool for debt management and capital planning. In accordance with this policy, the Village shall pursue the following goals:

- Maintain at least an AA credit rating for each general obligation debt issue;
- Take all practical precautions to avoid any financial decision which will negatively impact current credit ratings on existing or future debt issues;
- Consider market timing;
- Determine the amortization (maturity) schedule which will best fit with the overall debt structure of the Village's general obligation debt and related tax levy at the time the new debt is issued. Consideration will be given to coordinating the length of the issue with the lives of assets, whenever practicable;
- Consider the impact of new debt on overlapping debt and the financing plan of local governments which overlap or underlie the Village;
- Assess financial alternatives to include new and innovative financing approaches including, whenever feasible: categorical grants, revolving loans or other state/federal aid;
- Minimize debt interest costs.

The Village is a "home-rule" community and is presently not subject to any debt limitations. If, however, the Village were a non-home rule municipality, according to Illinois statutes, its available debt could not exceed 8.625% of the community's equalized assessed valuation (EAV). The Village's EAV for the 2021 calendar year was \$2,897,700,601. Using the current debt limit restriction for non home-rule municipalities, 8.625% of the Village's EAV would yield a maximum debt limit amount of \$249,926,677. As of December 31, 2021, the Village had \$51,790,000 in outstanding debt and a debt to EAV ratio of 1.79%.

The Village has maintained a conservative philosophy on issuance of debt to minimize the potential long-term effect on Village property taxes.

FINANCIAL POLICIES AND PROCEDURES

The Village's bond rating was reaffirmed AAA by Standard & Poor's with the 2022 bond offering. The rating agency cited

- Very strong economy, with access to a broad and diverse metropolitan statistical area;
- Very strong management, with strong financial policies and practices under our financial management assessment methodology;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2021 of 42% of operating expenditures
- Very strong liquidity, the village had about \$77 million in total cash and investments available for liquidity purposes.
- Strong institutional framework score

This high bond rating improves the marketability of future debt issuances and provides lower interest rate costs to the Village. Also, the low overall debt burden allows the Village to issue debt in the future as capital needs arise.

All outstanding debt has a revenue pledged to pay for the debt service as outlined in the figure on page 155.

The Village's policies for the issuance of debt are:

- (1) To attempt to keep a level of debt service which falls at or below what is considered a "moderate" debt level by the bond rating institute. Maintaining lower or moderate debt levels provides for greater flexibility in issuing additional bonds should the need arise.
- (2) The duration of a debt issue shall not exceed the economic or useful life of the improvement or asset that is being financed.
- (3) The Village may issue short-term debt (three years or less) to finance the purchase of non-capital equipment having a life exceeding one year or provide increased flexibility in financing programs. The Village will have no more than 10% of its outstanding general obligation debt in short-term debt.
- (4) The Village may issue long-term debt which may include, but is not limited to, general obligation bonds, certificates of participation, capital appreciation bonds, special assessment bonds, self-liquidating bonds, and double-barreled bonds. The Village may also enter into long-term leases for public facilities, property and equipment with a useful life greater than one year.
- (5) The use of debt is subject to review and approval by the Village Council.

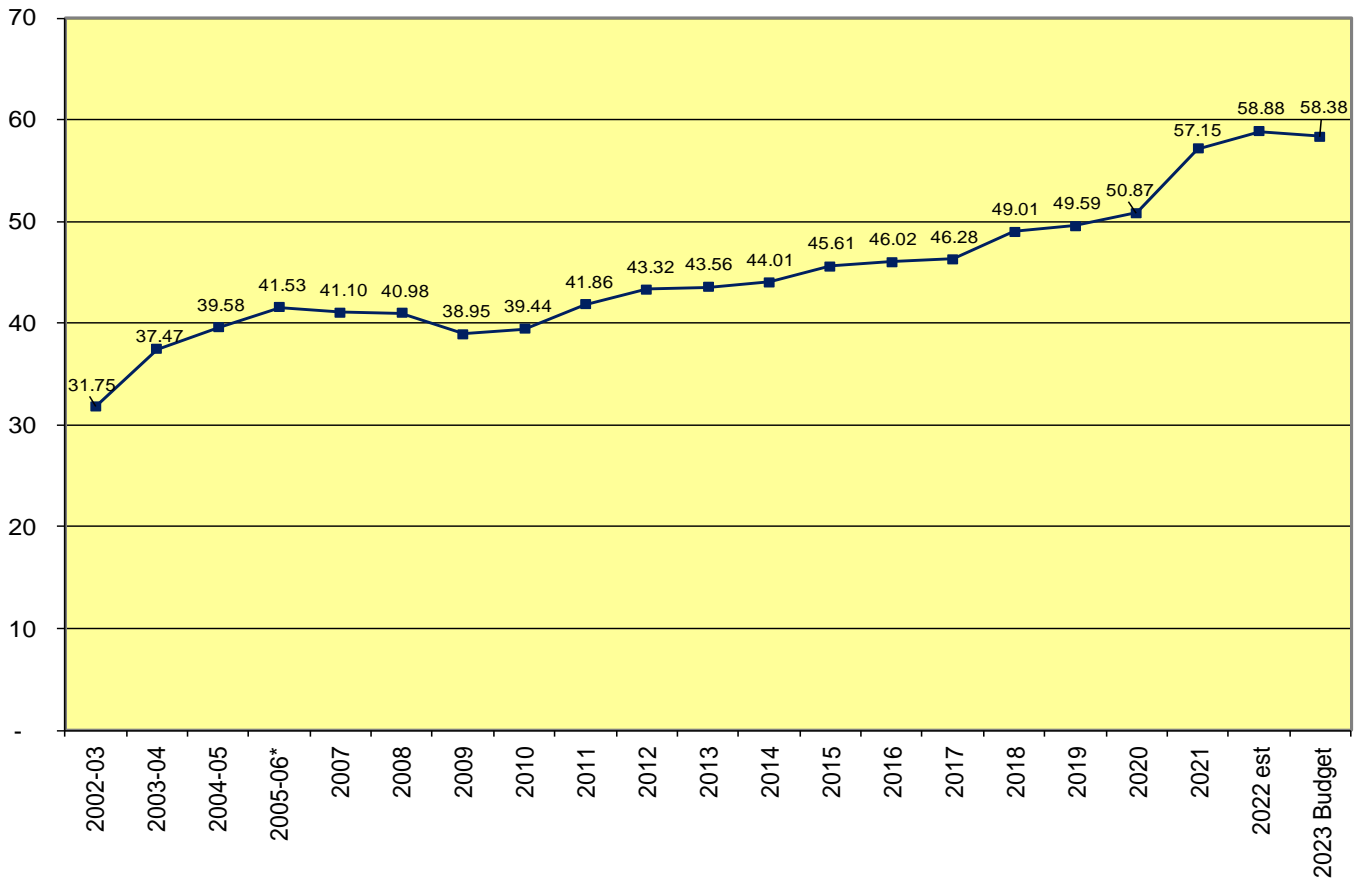


REVENUE ASSUMPTIONS

In developing the revenue estimates for the Village, each department provides data that is then reviewed by the finance department and manager's office. Historical trends over many years are used with the current economic climate to generate conservative realistic amounts. No set percentages are used to forecast the out years for each line item; an analysis is completed for each revenue with known facts and reasonable expectations. This process includes ongoing scrutiny of the Village's current financial position; changes and modifications in assumptions; and variations in the economic climate affecting the community.

Total General Fund Revenues

This chart presents a history of all General Fund Revenues in the Village of Downers Grove. It shows the estimated collection for FY22 and budgeted collection for FY23. The Village implemented a 1.0% Food and Beverage Tax in 2018 to compensate for flat and declining Sales Taxes and Income Taxes. That tax was increased to 1.5% effective 3/1/2021 per the Long Range Plan to fill the gap from declining revenues from COVID-19.



Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

REVENUE ASSUMPTIONS

Enterprise Fund Revenues

The Village's three enterprise funds—Water Fund, Stormwater Fund, Parking Fund—derive their revenue directly from the users of the services provided through water fees, stormwater fees and parking fees.

Water Fund- In 2010, the Village conducted a water rate study with the assistance of a consultant. Through the study, the Village determined that water rates as of 2010 were not generating adequate revenues to cover the costs of operating and maintaining the water system in 2011 or during subsequent years. The study concluded that the Village should restructure the water rates to include a fixed rate fee based on meter size, increase water rates over a five-year period, make needed improvements to the water system and issue bonds at regular intervals to pay for water system improvements. The Village changed the water billing structure in 2011. In 2012, the model had to be adjusted to cover the increased cost of purchasing water from the DuPage Water Commission (DWC) triggered by unexpected rate increases by the City of Chicago.

In recent years, the Village had been passing along rate increases from the DWC but has not increased rates for the cost of maintaining the Village infrastructure, since the Village had reduced the cost of replacing watermain by financing the work with the IEPA low-interest loans instead of traditional bond issuances. In order to prepare for another five year plan with the IEPA, in FY19 the Village conducted an update to the water rate study. The findings from the study were:

- The Village has made significant strides in addressing the needs of the water system with annual investments in infrastructure
- The Village has been effective at leveraging low interest loans from the IEPA
- The total costs of operating the water system are largely fixed at approximately 50% and the current rate structure gets 12% of revenues from a fixed charge
- The Village has experienced an overall annual reduction in water sales for the last five years

The study recommended that water revenues should be increased in FY2020 and subsequent years by 4.6%. The adjustment to the fixed charges would bring the revenue collection from the fixed charge to approximately 15% of the total rate revenue in five years. This is to continue proactive management of the water system through infrastructure investment, ensure the opportunity to utilize low interest rate loans from the IEPA, maintain minimum cash balance and offset the decline in usage.

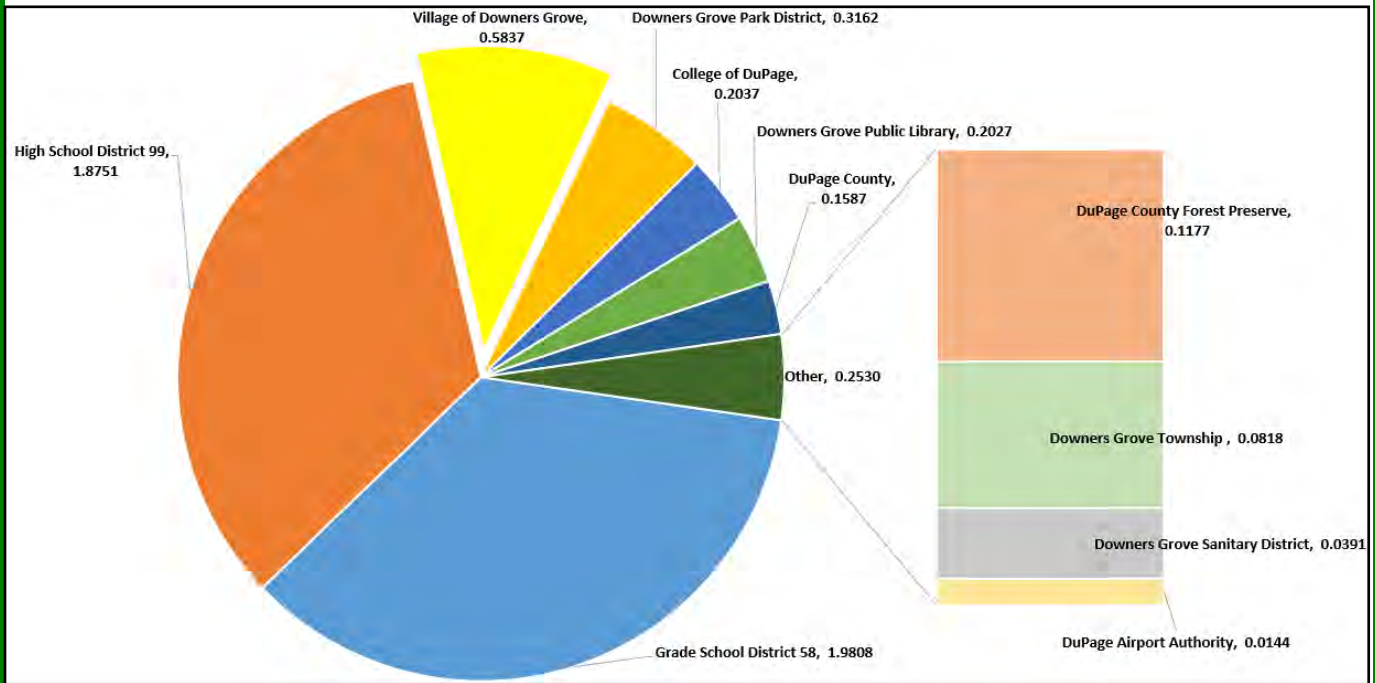
Per the COVID-19 Financial Response Plan, the implementation of the rate increase from the FY19 study was delayed by one year to resume effective 7/1/2021. In addition, the 2020 IEPA loan was suspended. In late 2021 a new 5 year plan was submitted for approval to the IEPA. However, due to lengthy review times at the IEPA, a decision from them is not anticipated until 2023.

Stormwater Fund- During the LRP process in 2012, a maintenance gap in infrastructure was identified. The LRP recommended considering the creation of a stormwater utility to address the infrastructure maintenance gap. In 2012, the Village Council authorized the creation of a stormwater utility system. Revenues from this system cover maintenance and operating costs of the stormwater infrastructure. Beginning in 2013, all property owners in the Village began to pay a monthly fee based on a property's impervious area. Prior to this time, these monies came from property taxes. The current plan is to increase the fees each year for 15 years to fund the stormwater system in a manner consistent with the Stormwater Master Plan. In 2014, the Village Council voted to exempt all Property Tax Exempt parcels from the stormwater utility fee, which became effective January 1, 2015. In 2015, the Council voted to suspend the increase in the Stormwater Utility, using a \$300,000 transfer from the Capital Fund to continue to maintain the system, and discuss the merits of the fee system. After discussion in 2016 based on feedback received in an advisory referendum, it was decided to continue to bill stormwater through fees in the Stormwater Utility, and not return to the property tax model. Since then, the plan has been followed with fee increases of 8.7% per year. However per the COVID-19 Financial Response plan, the FY21 fee increases were not implemented. The 8.7% fee increases resumed in 2022.

Parking Fund- In 2011 the Village authorized a downtown parking study. The Parking Fund, which is the repository for all commuter and downtown parking activities, has benefited from this study. The purpose of the study was to manage available parking in a manner that best serves downtown Downers Grove. The Village has begun implementing recommendations from this study, including a rate increase, which were to be implemented on a regular basis. Revenues in this fund have been dramatically impacted by the pandemic. Metra ridership declined to about 25% of pre-pandemic levels during 2021 and commuter lots were sparse. Although ridership increased slightly in 2022, for FY2023 Metra is budgeting ridership at about 40% of pre-pandemic levels, finishing the year at about 55%.

PROPERTY TAXES

Downers Grove Property Tax Rates 2021



Distribution of 2021 Tax Levy

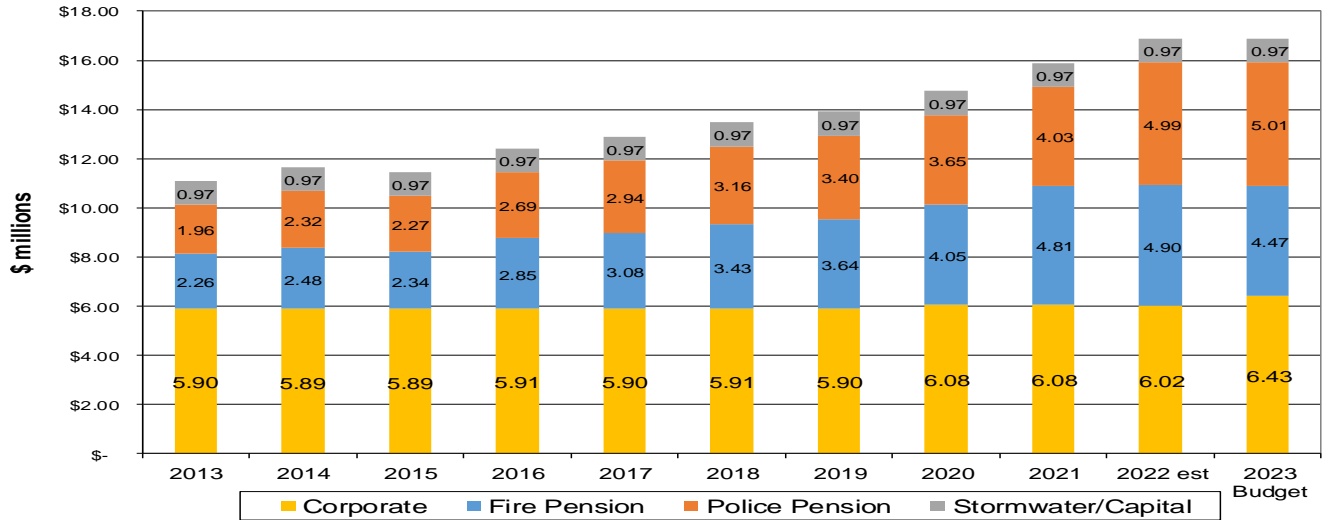
Taxing Unit	2021 Tax Rate*	% of Tax Bill
Grade School District 58	1.9808	35.54%
High School District 99	1.8751	33.64%
Village of Downers Grove	0.5837	10.47%
Downers Grove Park District	0.3162	5.67%
College of DuPage	0.2037	3.65%
Downers Grove Public Library	0.2027	3.64%
DuPage County	0.1587	2.85%
DuPage County Forest Preserve	0.1177	2.11%
Downers Grove Township	0.0818	1.47%
Downers Grove Sanitary District	0.0391	0.70%
DuPage Airport Authority	0.0144	0.26%
Total	5.5739	
* Levied in 2022		

MAJOR REVENUE TRENDS

Property Tax Levy History

The Village's property tax rate has been historically one of the lowest rates for DuPage County municipalities. Since 2009, the Village has abated all of its debt service; revenues from other sources have been used to pay debt service obligations. In 2013, the property tax levy decreased due to the creation of the stormwater utility and shift from property taxes to stormwater fees. 2020 was the first time for an increase in the operations levy after eight consecutive years of a flat or decreasing levy for operations (\$175,000 increase). The 2023 tax levy remains the same as 2022. The levy for required contributions to the public safety pension will decrease by \$415,106 and the operations levy will increase by that same amount. This flat levy approach was directed by the Village Council.

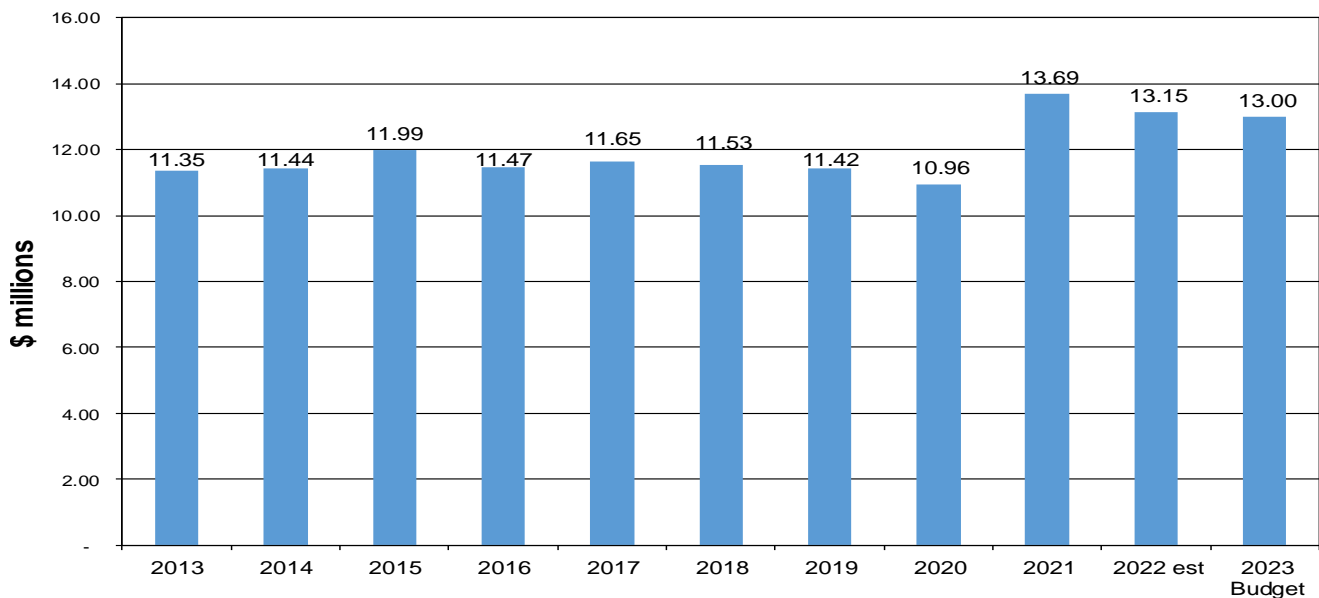
Property Tax Levy



Sales Tax Revenue History

This chart presents a complete ten year history of the 1% Municipal sales tax collection for the Village of Downers Grove and also shows the estimated collection for FY22 and budgeted collection for FY23. The Village relies on sales taxes to provide quality services to the residents of the Village of Downers Grove. Sales taxes are paid by both Village residents and non-residents. After a big bump in 2015, Sales Taxes have tapered off due to competition from on-line sales. 2020 was negatively impacted by the pandemic. After a large decline in 2020, Sales Taxes rebounded in 2021 due to businesses opening back up. Additionally, the change in law for on-line sales has increased revenues for the Village.

General Fund Sales Taxes

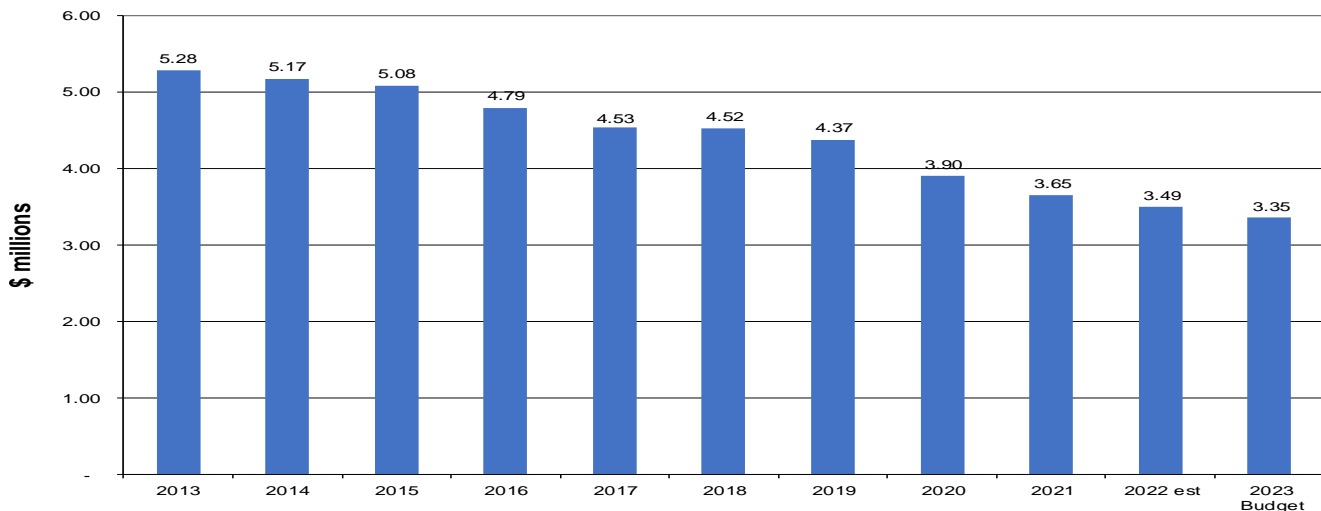


MAJOR REVENUE TRENDS

Utility Tax History

These include Natural Gas Use Tax, the Electricity Tax and the Telecommunications Tax. Electricity and Natural Gas taxes vary relative to the weather. The Telecommunications Tax has been declining due to a number of factors: The elimination of land lines, businesses moving to Voice over Internet Protocol (VoIP), bundling of telecom services resulting in lower rates and call centers leaving the Village.

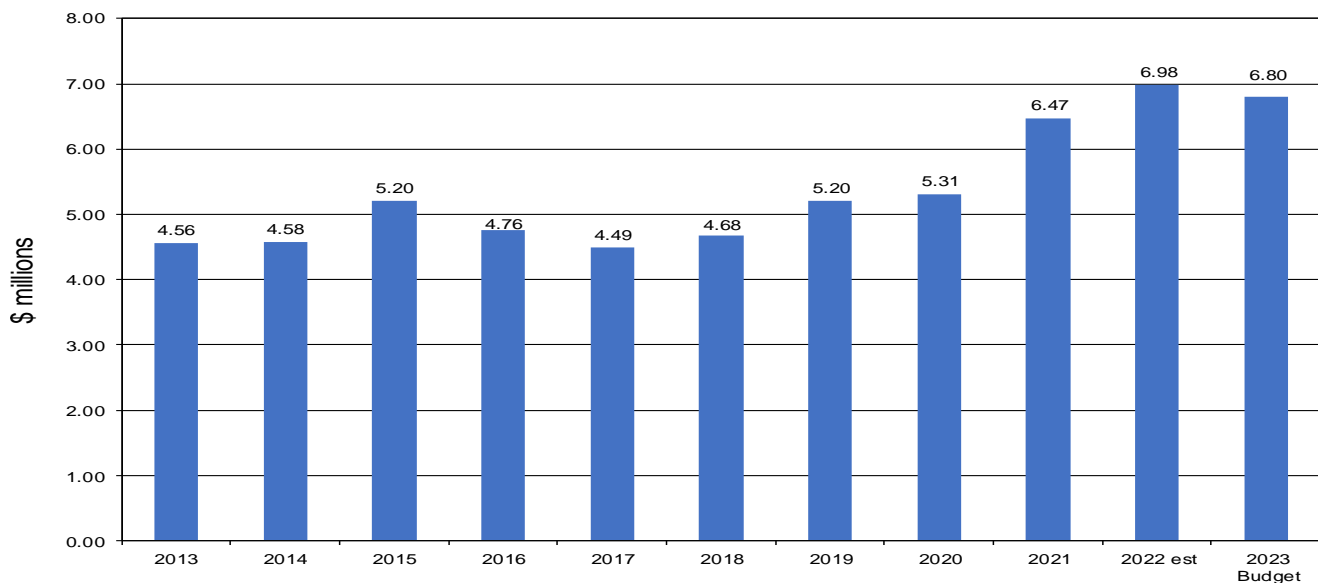
General Fund Utility Taxes



State Income Tax History

The Village of Downers Grove receives a percentage of the income tax received by the state based on the Village's population. Income taxes are impacted by the economic climate and any changes in state funding formula. Up until 2011, 10% of total income tax collections were dedicated to distribution to municipalities. Since 2011, the distributions from the State of Illinois to municipalities have trended downward to help balance the state budget. In SFY23 the local government distribution will be 6.16% of individual income tax collections and 6.85% of corporate income tax collections.

General Fund Income Taxes

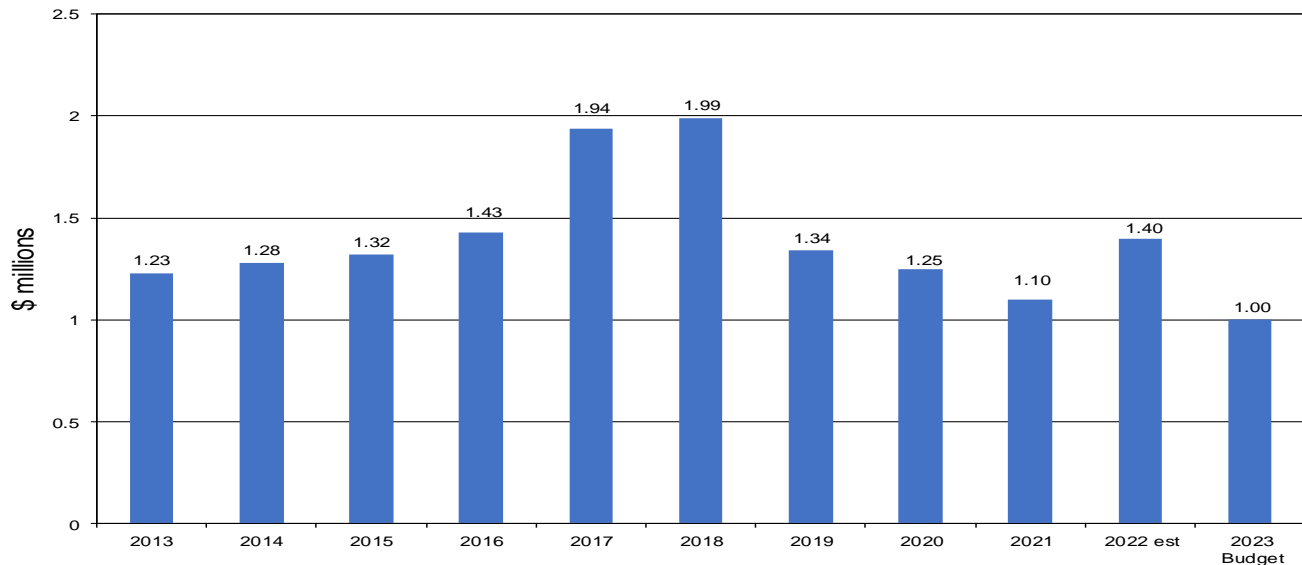


MAJOR REVENUE TRENDS

Building Related Permits

There were large commercial developments in 2017 and 2018. Other permit activity has remained relatively flat.

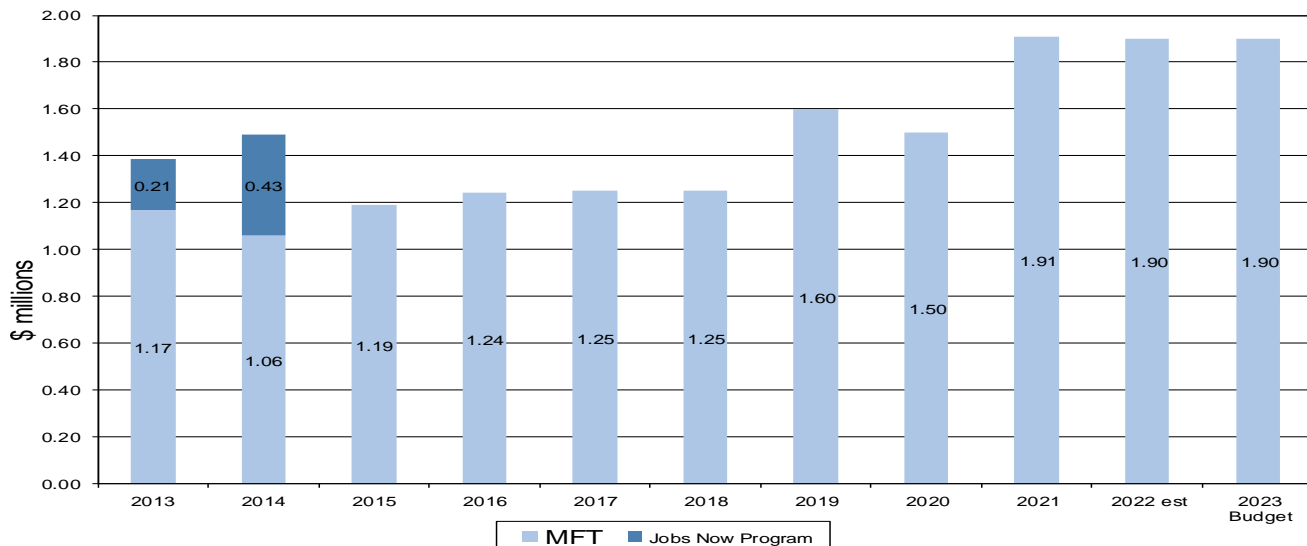
Building Related Permits



Motor Fuel Tax (MFT)

The Village of Downers Grove receives a percentage of the motor fuel tax received by the state based on the Village's population. These funds are used for roadway maintenance. MFT revenues had been stagnant in recent years due to a decrease in total miles driven and improvements in the average fuel economy of vehicles. Offsetting this decline were additional distributions from the state for the Illinois Jobs Now Program. The Village received \$214,000 per year from 2010-2014 from this program. In addition, the Village received an additional \$200,000 payment from the State of Illinois through the 2014 Capital Bill Program in 2014. In 2019 the state increased MFT by 19 cents per gallon on gasoline. Revenues dropped off in 2020 due to the stay at home order, but have since recovered.

Motor Fuel Tax Revenues

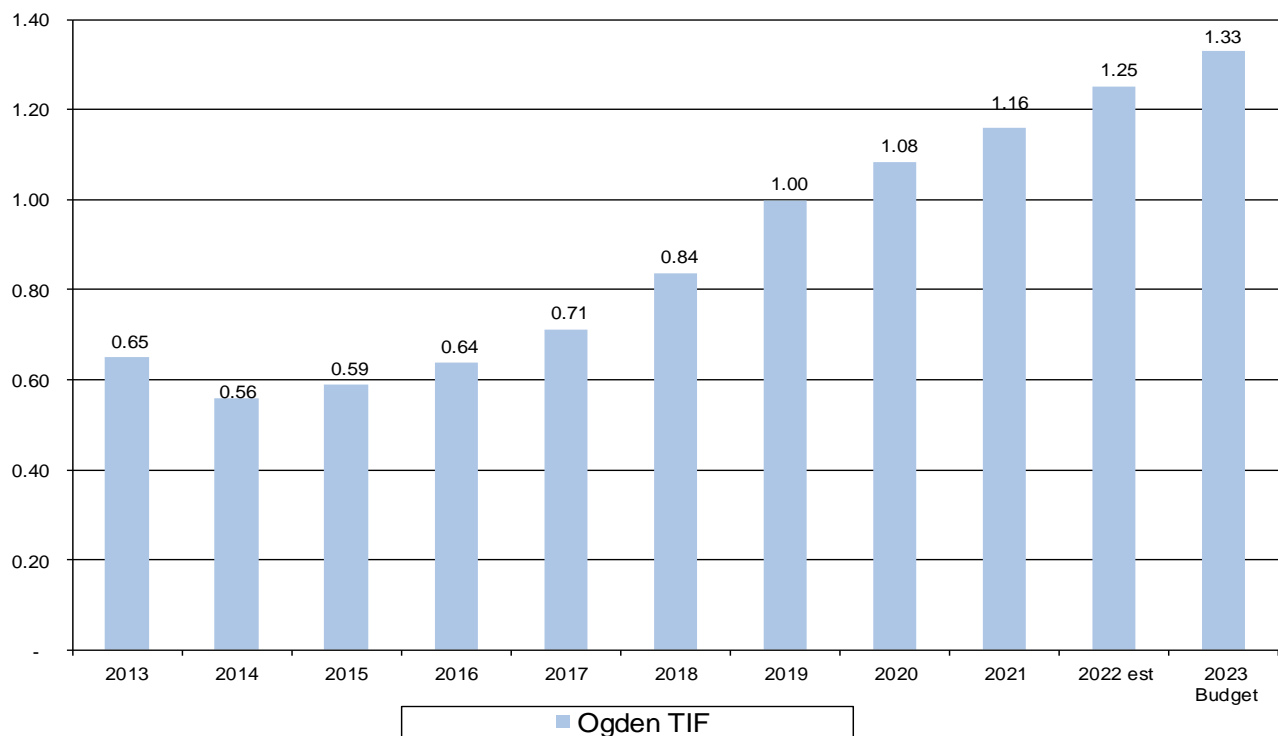


MAJOR REVENUE TRENDS

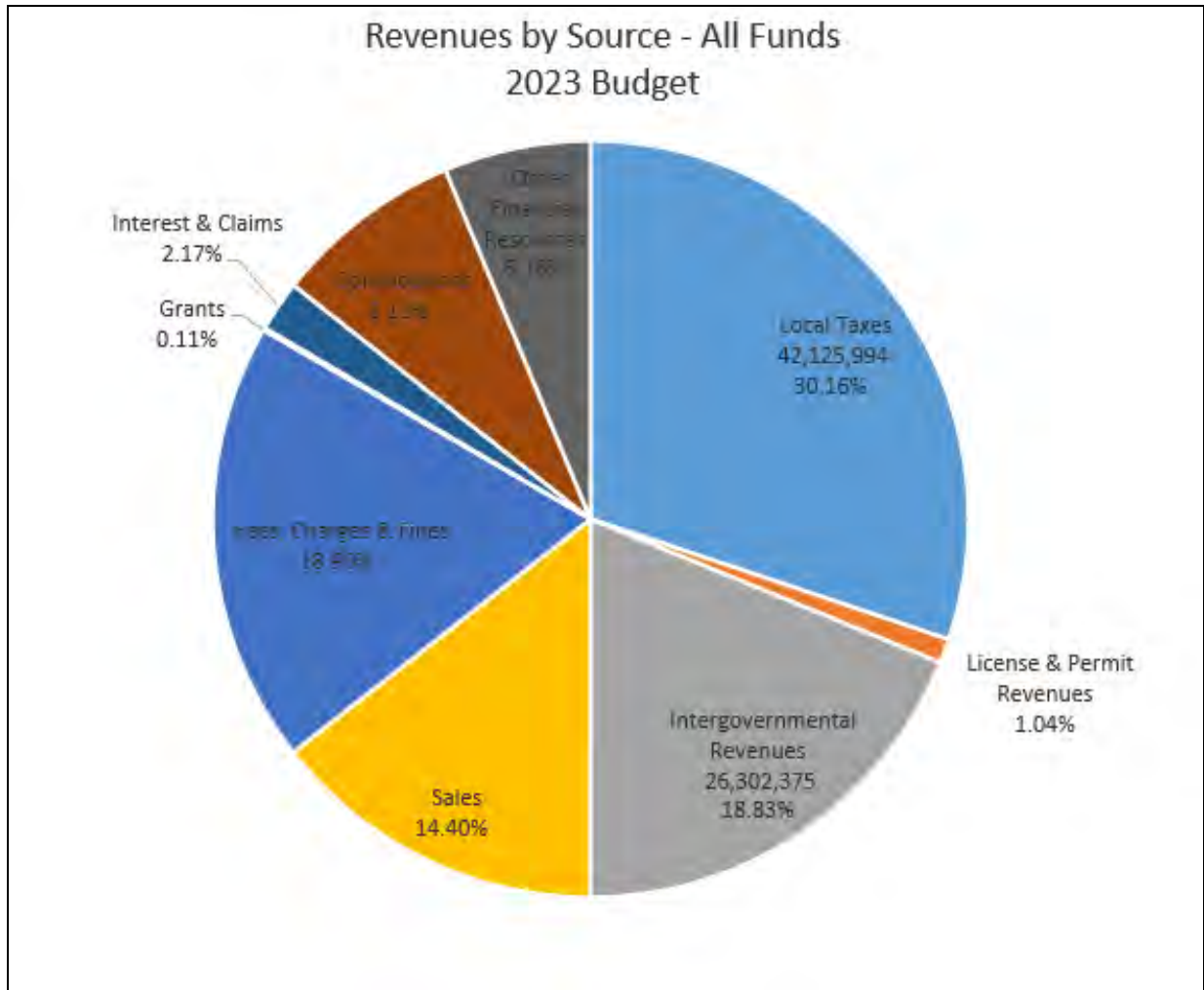
Ogden Avenue Tax Increment

The Ogden TIF was created in 2001. The value of the properties located within the district increased from \$29.3 million (2000 EAV) to \$49.4 million (2020 EAV). The Ogden TIF ends in 2024 with final tax dollars received in 2025.

OGDEN TIF DISTRICTS



REVENUE BY SOURCE



Top Ten Revenues

	Revenue Source	% of Total Revenue	% of General Fund Revenue
1	Sale Of Water	10.65%	N/A
2	Sales Tax	9.53%	23.95%
3	Current Property Taxes	4.99%	12.53%
4	Contrib By Village, Medical Ins	4.95%	N/A
5	Current Property Taxes	4.72%	N/A
6	Stormwater Utility Fee	4.52%	N/A
7	Current Property Taxes	4.34%	N/A
8	Curr Prop Tax - Fire Pens	4.28%	10.77%
9	Home Rule Sales Tax	3.67%	N/A
10	Property Taxes	3.67%	N/A
	TOTAL	55.33%	47.24%

DEPARTMENT-FUND RELATIONSHIP

The following table lists the funds and the village departments used within each fund.

Percent of Expenditures Associated with Funds															
	Village Clerk	Village Manager Office	Legal	Building Services	Human Resources	Information Technology	Finance	Public Works	Community Development	Police	Fire	Taxi Fare Social Services	Communications	Emergency Management	Library
Governmental Funds															
General Fund	100%	100%	83%	2%	3%	49%	12%	13%	56%	94%	93%	100%	100%	86%	
Special Revenue:															
Motor Fuel Tax Fund								4%							
Downtown TIF Fund							0%	0%							
Foreign Fire Ins Fund											1%				
Ogden TIF Fund								0%	42%						
Sales Tax Rebate Fund							5%								
Asset Forfeiture Fund										0%					
Capital Fund				1%			8%	18%							
Municipal Building Fund				97%			0%								
Real Estate Fund				0%											
Downtown TIF Debt Fund							0%								
Capital Debt Fund							7%								
Proprietary Funds															
Enterprise:															
Stormwater Fund						0%	6%	14%							
Parking Fund				0%				1%		1%					
Water Fund						0%	7%	44%							
Internal Service:															
Equipment Repl Fund						51%		2%		4%	6%			14%	
Fleet Fund								4%							
Risk Fund			17%		26%										
Health Insurance Fund					71%										
Fiduciary Funds															
Trust:															
Police Pension Fund							28%								
Fire Pension Fund							26%								
Component Unit															
Library Fund															92%
Library Capital Fund															8%

CONSOLIDATED BUDGET SUMMARY

	General Fund	Enterprise Fund	Internal Service Fund	Special Revenue Fund	Capital Fund	Debt Service Fund	Trust Fund	Library Fund	Grand Total
Beginning Fund Balances	22,208,079	16,846,818	12,592,211	9,211,560	59,287,874	-	136,604,873	1,884,513	258,635,927
Revenues									
Local Taxes	26,573,307	-	-	1,470,000	7,961,524	200,000	-	5,921,163	42,125,994
Licenses & Permits	1,456,050	500	-	-	-	-	-	-	1,456,550
Intergovt. Revenue	22,900,000	46,875	-	3,225,500	-	-	-	130,000	26,302,375
Sales Revenue	-	17,663,101	2,456,500	-	-	-	-	2,000	20,121,601
Fees & Charges	7,145,238	6,481,480	12,738,221	-	8,640	-	-	28,500	26,402,079
Grants	59,500	16,687	-	-	-	-	-	74,114	150,301
Interest & Claims	250,000	120,000	72,200	18,000	615,000	-	1,945,000	10,500	3,030,700
Misc. & Contributions	-	75,000	-	-	20,000	-	11,229,056	5,000	11,329,056
TOTAL REVENUES	58,384,095	24,403,643	15,266,921	4,713,500	8,605,164	200,000	13,174,056	6,171,277	130,918,656
Other Financing Sources	-	2,000,000	20,000	-	-	4,286,053	2,100,000	367,500	8,773,553
TOTAL AVAILABLE RESOURCES	58,384,095	26,403,643	15,286,921	4,713,500	8,605,164	4,486,053	15,274,056	6,538,777	139,692,209
Expenditures									
Personnel Expenses	42,448,245	3,480,883	881,975	-	512,452	-	-	4,559,305	51,882,861
Supplies	990,094	10,131,818	1,056,660	352,250	50,000	-	100	148,875	12,729,797
Professional & Tech Services	3,565,807	1,102,490	733,907	148,850	98,080	-	166,300	371,600	6,187,034
Other Contractual Services	2,408,838	1,878,508	2,644,012	9,800	104,000	-	-	331,980	7,377,138
Claims, Grants, & Debt	6,979,177	4,121,148	9,004,308	3,761,500	65,136	3,114,425	13,700,000	6,700	40,752,394
Controlled Assets	201,200	846,300	862,240	3,113,836	2,694,580	-	-	58,000	7,776,156
Capital Assets	4,000	9,285,313	3,814,831	2,551,600	49,713,380	-	-	1,526,250	66,895,374
TOTAL EXPENDITURES	56,597,361	30,846,460	18,997,933	9,937,836	53,237,628	3,114,425	13,866,400	7,002,710	193,600,753
Other Financing Uses	1,371,628	1,071,440	497,229	84,413	2,914,425	-	-	367,500	6,306,635
TOTAL EXPENDITURES & OTHER USES	57,968,989	31,917,900	19,495,162	10,022,249	56,152,053	3,114,425	13,866,400	7,370,210	199,907,388
Ending Fund Balances	22,623,185	11,332,561	8,383,970	3,902,811	11,740,985	1,371,628	138,012,529	1,053,079	198,420,748

SOURCES AND USES BY FUND

Sources By Fund, FY2023 Adopted Budget

		41	42	43	44
Fund #	Fund Description	41-Local Taxes	42-Licenses & Permits	43-Intergov'tal Revenues	44-Sales Revenues
001	General Fund	26,573,307	1,456,050	22,900,000	-
102	Motor Fuel Tax	-	-	1,900,000	-
109	Foreign Fire Insurance	140,000	-	-	-
110	Ogden TIF	1,330,000	-	-	-
111	Tax Rebate	-	-	1,325,500	-
114	Asset Forfeiture	-	-	-	-
220	Capital Projects	7,961,524	-	-	-
223	Major Buildings	-	-	-	-
339	Capital Debt	200,000	-	-	-
443	Stormwater Utility	-	-	-	-
471	Parking	-	-	46,875	720,028
481	Water	-	500	-	16,943,073
530	Equipment Replacement	-	-	-	-
531	Fleet Services	-	-	-	56,500
562	Risk Management	-	-	-	-
563	Health Insurance	-	-	-	2,400,000
651	Police Pension	-	-	-	-
652	Fire Pension	-	-	-	-
653	OPEB Trust	-	-	-	-
805	Library	5,921,163	-	130,000	2,000
821	Library Bldg & Equip Replacement	-	-	-	-
	TOTAL	42,125,994	1,456,550	26,302,375	20,121,601

Uses by Fund, FY2023 Adopted Budget

		51	52	53	54
Fund #	Fund Description	51-Personnel Expenses	52-Supplies	53-Professional & Tech Services	54-Other Contr Srcvs
001	General Fund	42,448,245	990,094	3,565,807	2,408,838
102	Motor Fuel Tax	-	300,000	65,000	-
109	Foreign Fire Insurance	-	52,250	42,350	9,800
110	Ogden TIF	-	-	1,500	-
111	Tax Rebate	-	-	-	-
114	Asset Forfeiture	-	-	40,000	-
220	Capital Projects	512,452	50,000	98,080	104,000
223	Major Buildings	-	-	-	-
339	Capital Debt	-	-	-	-
443	Stormwater Utility	1,418,833	95,750	82,955	885,320
471	Parking	210,964	7,513	39,800	120,590
481	Water	1,851,086	10,028,555	979,735	872,598
530	Equipment Replacement	-	-	-	-
531	Fleet Services	711,975	1,054,960	101,330	337,440
562	Risk Management	127,744	1,200	104,450	1,000,000
563	Health Insurance	42,256	500	528,127	1,306,572
651	Police Pension	-	100	87,300	-
652	Fire Pension	-	-	79,000	-
653	OPEB Trust	-	-	-	-
805	Library	4,559,305	148,875	371,600	331,980
821	Library Bldg & Equip Replacement	-	-	-	-
	TOTAL	51,882,861	12,729,797	6,187,034	7,377,138

The chart below shows the FY23 budgeted revenues and expenses by category and fund.

45	46	47	48	49		
45-Fees & Charges	46-Grants	47-Interest & Claims	48-Misc. & Contributions	49-Other Fin. Resources	TOTAL	Fund #
7,145,238	59,500	250,000	-	-	58,384,095	001
-	-	8,000	-	-	1,908,000	102
-	-	-	-	-	140,000	109
-	-	10,000	-	-	1,340,000	110
-	-	-	-	-	1,325,500	111
-	-	-	-	-	-	114
8,640	-	50,000	20,000	-	8,040,164	220
-	-	565,000	-	-	565,000	223
-	-	-	-	4,286,053	4,486,053	339
6,203,480	16,687	40,000	75,000	-	6,335,167	443
56,500	-	5,000	-	-	828,403	471
221,500	-	75,000	-	2,000,000	19,240,073	481
2,245,000	-	25,000	-	20,000	2,290,000	530
2,286,728	-	200	-	-	2,343,428	531
1,850,000	-	15,000	-	-	1,865,000	562
6,356,493	-	32,000	-	-	8,788,493	563
-	-	1,000,000	5,736,830	1,000,000	7,736,830	651
-	-	900,000	5,192,226	1,000,000	7,092,226	652
-	-	45,000	300,000	100,000	445,000	653
28,500	74,114	500	5,000	-	6,161,277	805
-	-	10,000	-	367,500	377,500	821
26,402,079	150,301	3,030,700	11,329,056	8,773,553	139,692,209	
56	57	58	59			
56-Claims, Grants, & Debt	57-Controlled Assets	58-Capital Assets	59-Other Financial Uses	TOTAL	Fund #	
6,979,177	201,200	4,000	1,371,628	57,968,989	001	
-	3,113,836	-	-	3,478,836	102	
26,000	-	169,600	-	300,000	109	
2,410,000	-	122,000	84,413	2,617,913	110	
1,325,500	-	-	-	1,325,500	111	
-	-	2,260,000	-	2,300,000	114	
65,136	2,694,580	6,025,580	2,914,425	12,464,253	220	
-	-	43,687,800	-	43,687,800	223	
3,114,425	-	-	-	3,114,425	339	
2,225,527	380,700	3,360,313	-	8,449,398	443	
37,574	110,000	-	-	526,441	471	
1,858,047	355,600	5,925,000	1,071,440	22,942,061	481	
-	829,690	3,814,831	-	4,644,521	530	
51,483	32,550	-	116,826	2,406,564	531	
2,160,000	-	-	-	3,393,394	562	
6,792,825	-	-	380,403	9,050,683	563	
7,130,000	-	-	-	7,217,400	651	
6,570,000	-	-	-	6,649,000	652	
-	-	-	-	-	653	
6,700	58,000	914,350	367,500	6,758,310	805	
-	-	611,900	-	611,900	821	
40,752,394	7,776,156	66,895,374	6,306,635	199,907,388		

SOURCES AND USES BY FUND

Revenue Sources by Fund, FY2023 Adopted Budget

Fund #	Fund Description	FY 2021 Actual Total	FY 2022 Budget Total	FY 2022 Est. Actual Total	FY 2023 Budget Total
001	General Fund	57,154,068	54,383,028	58,877,256	58,384,095
102	Motor Fuel Tax	2,989,453	2,875,009	2,993,009	1,908,000
107	CBD-TIF	4,731,218	-	-	-
109	Foreign Fire Insurance	137,848	130,000	130,000	140,000
110	Ogden TIF	1,154,834	1,255,000	1,270,000	1,340,000
111	Tax Rebate	1,329,145	1,600,000	1,300,000	1,325,500
114	Asset Forfeiture	126,239	-	344,551	-
220	Capital Projects	11,094,077	10,054,584	9,853,936	8,040,164
223	Major Buildings	5,645,955	46,232,819	46,241,186	565,000
226	Real Estate	6,972	-	-	-
338	CBD-TIF Debt Service	5,110,996	-	-	-
339	Stormwater/Facilities Debt	1,824,668	1,831,230	1,831,230	4,486,053
443	Stormwater Utility	5,377,065	11,195,000	11,386,571	6,335,167
471	Parking	705,298	842,324	804,205	828,403
481	Water	15,878,290	20,356,060	16,669,000	19,240,073
530	Equipment Replacement	2,709,686	1,689,001	3,595,001	2,290,000
531	Fleet Services	2,366,163	1,867,101	1,874,701	2,343,428
553	OPEB Trust	-	-	-	-
562	Risk Management	725,360	1,410,000	3,320,000	1,865,000
563	Health Insurance	7,949,909	8,478,664	8,069,438	8,788,493
651	Police Pension	13,084,825	12,040,964	2,339,122	7,736,830
652	Fire Pension	14,610,627	11,503,198	(3,499,145)	7,092,226
653	OPEB Trust	437,028	415,000	95,000	445,000
805	Library	5,892,801	6,033,128	6,108,972	6,161,277
821	Library Bldg & Equip Replacement	350,280	360,000	502,500	377,500
	Total	161,392,804	194,552,110	174,106,532	139,692,209

Uses by Fund, FY2023 Adopted Budget

Fund #	Fund Description	FY 2021 Actual Total	FY 2022 Budget Total	FY 2022 Est. Actual Total	FY 2023 Budget Total
001	General Fund	56,182,359	54,383,028	58,242,012	57,968,989
102	Motor Fuel Tax	2,300,000	3,682,100	3,358,061	3,478,836
107	CBD-TIF	5,019,828	-	-	-
109	Foreign Fire Insurance	111,385	100,000	92,800	300,000
110	Ogden TIF	426,308	1,054,563	943,413	2,617,913
111	Tax Rebate	1,329,145	1,600,000	1,300,000	1,325,500
114	Asset Forfeiture	197,139	1,995,000	434,572	2,300,000
220	Capital Projects	8,008,826	16,691,088	13,053,018	12,464,253
223	Major Buildings	329,358	19,141,551	8,269,774	43,687,800
226	Real Estate	36,418	-	-	-
338	CBD-TIF Debt Service	5,110,996	-	-	-
339	Capital Debt	1,824,668	1,831,230	1,831,230	3,114,425
443	Stormwater Utility	3,217,994	8,489,350	7,909,409	8,449,398
471	Parking	1,274,173	1,365,008	1,205,055	526,441
481	Water	15,632,398	23,120,467	16,710,191	22,942,061
530	Equipment Replacement	1,437,762	4,195,550	2,603,140	4,644,521
531	Fleet Services	1,905,087	2,275,864	2,270,936	2,406,564
553	OPEB Trust	-	-	-	-
562	Risk Management	1,010,683	2,302,369	2,152,160	3,393,394
563	Health Insurance	7,844,160	8,752,987	8,248,989	9,050,683
651	Police Pension	6,155,417	6,904,900	6,464,440	7,217,400
652	Fire Pension	5,658,998	6,625,891	5,890,616	6,649,000
653	OPEB Trust	-	-	-	-
805	Library	5,963,274	6,454,880	6,329,586	6,758,310
821	Library Bldg & Equip Replacement	749,203	411,600	411,600	611,900
	Total	131,725,580	171,377,426	147,721,002	199,907,388

ALL FUNDS SUMMARY

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
<u>Revenue</u>				
Local Taxes	45,021,191	41,372,370	41,889,087	42,125,994
License & Permit Revenues	1,587,172	1,707,970	1,845,500	1,456,550
Intergovernmental Revenues	26,323,563	24,136,875	26,730,875	26,302,375
Sales	18,535,523	19,448,155	19,286,242	20,121,601
Fees, Charges & Fines	24,443,004	22,083,317	23,848,151	26,402,079
Grants	4,598,702	3,663,658	3,147,930	150,301
Interest & Claims	2,999,863	2,447,554	2,951,784	3,030,700
Contributions	10,775,062	11,669,162	11,704,977	11,329,056
Other Financial Resources	27,108,727	68,023,049	42,701,987	8,773,553
TOTAL REVENUES	161,392,806	194,552,110	174,106,532	139,692,209
<u>Expenses</u>				
Personnel	47,207,047	50,466,031	49,644,835	51,882,861
Supplies	11,823,156	11,865,116	12,059,971	12,729,797
Professional Services	4,585,319	5,620,170	5,636,483	6,187,034
Other Contractual Services	5,582,883	6,906,984	6,880,267	7,377,138
Claims, Grants, & Debt	33,717,433	34,670,092	32,697,965	40,752,394
Controlled Assets	7,311,082	8,786,350	7,061,583	7,776,156
Capital Assets	6,577,080	37,652,731	15,870,376	66,895,374
Other Financial Uses	14,921,580	15,409,952	17,869,522	6,306,635
TOTAL EXPENDITURES	131,725,580	171,377,426	147,721,002	199,907,388
CHANGE IN FUND BALANCE	29,667,226	23,174,684	26,385,530	(60,215,179)

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

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FUND SUMMARIES

OVERVIEW

The Village of Downers Grove uses fund accounting, which means that the budget and all related revenues and expenditures are organized in funds that appropriately reflect the purpose and use. Each fund is considered a separate accounting entity. The Village Council adopts an annual budget for each fund, which means that there is a separate allocation in each fund for assets, liabilities, fund equity, revenues and expenditures (expenses).

Funds are classified in the following way:

- **General:** The main operating fund of the Village
- **Special Revenue:** A fund used to account for the proceeds of specific revenue that are legally restricted for expenditures for specific uses
- **Capital:** Funds used to account for the acquisition or addition of fixed assets with an estimated useful life of greater than one year
- **Debt Service:** A fund established to account for the accumulation of funds and payment of principal and interest on long-term debt
- **Enterprise:** A fund that is used to account for operations that are financed and operated in a manner similar to private business enterprises
- **Internal Service:** A fund used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis
- **Trust and Agency:** A fund used to account for assets held by the Village in a trustee capacity
- **Component Unit:** Legally separate organization for which the elected officials of the primary government are financially accountable

The budget for all funds listed below is found in this section.

Fund Name	Type
General Fund	General
Motor Fuel Tax	Special Revenue
Foreign Fire Insurance	Special Revenue
Ogden Ave TIF	Special Revenue
Tax Rebate	Special Revenue
Asset Forfeiture	Special Revenue
Capital Projects	Capital
Major Buildings	Capital
Debt Service	Debt Service
Stormwater	Enterprise
Parking	Enterprise
Water	Enterprise
Equipment Replacement	Internal Service
Fleet Services	Internal Service
Risk Management	Internal Service
Health Insurance	Internal Service
Police Pension	Trust & Agency
Fire Pension	Trust & Agency
OPEB Trust	Trust & Agency
Library	Component Unit
Library Capital Replacement	Component Unit

GENERAL FUND

Fund Type: Governmental
Fund Number: 001

The principal operating fund of the Village, accounting for most of the services provided by the Village

Description- The General Fund is the main operating fund for the Village, accounting for most Village services including Police, Fire, Public Works, Community Development, and other administrative and community service departments. The fund is also the repository for most general tax revenues including Property, Sales, Utility, Village distribution of the State Income Tax, as well as some other fees and charges.

Recent History and Trends- The FY23 Budget is prepared pursuant to the Long-Range Plan. The development of the Long-Range Plan took place during multiple public meetings during the summer of 2021. The Village Council, staff and the public participated in these meetings.

Total revenues and expenses are projected to be aligned in FY22 and FY23.

Long-Range Plan Solutions and Strategies:

- Continue to implement cost-control measures.
- Monitor state budget actions that could impact the Village and work to protect municipal revenues.
- Continue to reduce reliance on state-shared revenues.
- Maintain reserve balances at the recommended level.
- Continue to pay for increases in the required contributions to public safety pensions by increasing the property tax levy for pensions.
- Consider increasing the property tax levy for operations as necessary.
- Use Asset Forfeiture Fund to pay for camera systems for Police Department use.

FY23 Budget Considerations-

- The General Fund is budgeted to be sustainable with revenues of \$58.4 million and expenses of \$58.0 million. The ending fund balance is budgeted to increase by just over \$400,000 to \$22.6 million, approximately 39% of annual expenses, an amount consistent with S&P's guidelines to maintain the Village's AAA bond rating. This budgeted increase in fund balance is to be used in FY24 to reduce the impact to property tax payers of expected contributions to the public safety pensions.
- There is no increase in the property tax levy in the FY23 budget. The Budget includes a \$415,000 decrease in the levy for police and fire pensions. This is primarily due to a change in actuarial assumptions used to calculate the levy. The levy for operations will increase by this same amount. This flat levy approach is intended to allow the Village to reduce the impact to property tax payers of the FY24 expected contribution to the public safety pensions, as noted above.
- The FY23 budget includes \$540,000 in funding for the Downers Grove Economic Development Corporation and \$400,000 in funding for Downtown Management Corporation. These amounts are consistent with the budgets that were prepared by the organizations. Both of these partner organizations will be requesting funding from the Village to support their operations.
- The budget includes funding in the General Fund for an additional full-time equivalent position in the Village Manager's Office. This position, a Software Systems Analyst, is needed to provide support in maintaining and enhancing the Village's ERP systems. The Village's total staffing is 302.75 FTE, which is 71.6 FTE lower than 2008 staffing levels.

GENERAL FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Fund Balance	20,601,125	21,572,834	21,572,834	22,208,079	22,623,185	24,413,360
3	Revenue						
4	Local Taxes	25,344,134	26,368,307	26,605,940	26,573,307	27,231,251	27,650,251
5	License & Permit Revenues	1,586,652	1,707,470	1,845,000	1,456,050	1,516,050	1,576,050
6	Intergovernmental Revenues	22,921,249	20,630,000	23,354,000	22,900,000	23,596,000	23,794,720
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	7,279,109	5,417,751	6,764,316	7,145,238	7,387,577	7,546,091
9	Grants	102,199	59,500	58,000	59,500	59,500	59,500
10	Interest & Claims	272,436	200,000	250,000	250,000	250,000	250,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	(351,711)	-	-	-	-	-
13	Total Revenue	57,154,068	54,383,028	58,877,256	58,384,095	60,040,378	60,876,612
14	Expenses						
15	Personnel	39,374,502	41,200,651	41,211,888	42,448,245	43,799,350	44,884,605
16	Supplies	935,048	929,330	895,871	990,094	999,093	1,006,964
17	Professional Services	2,648,482	3,013,130	3,103,989	3,565,807	3,694,810	4,034,537
18	Other Contractual Services	1,760,622	2,124,736	2,111,975	2,408,838	2,405,774	2,448,829
19	Claims, Grants, & Debt	5,907,727	5,393,679	5,385,674	6,979,177	7,148,302	7,324,965
20	Controlled Assets	108,477	126,400	137,513	201,200	198,875	162,133
21	Capital Assets	19,500	4,000	4,000	4,000	4,000	4,000
22	Other Financial Uses	5,428,000	1,591,102	5,391,102	1,371,628	-	-
23	Total Expenses	56,182,359	54,383,028	58,242,012	57,968,989	58,250,203	59,866,034
25	Net Change	971,709	-	635,245	415,106	1,790,175	1,010,578
26	Ending Fund Balance	21,572,834	21,572,834	22,208,079	22,623,185	24,413,360	25,423,938

Noteworthy Changes from 2022 and Other Explanations

- Overall, 2022 Revenues performed better than budgeted. When the 2022 budget was prepared there was uncertainty as to how the pandemic would effect economic performance.
- Local Taxes (row 4) includes Property Taxes, Home Rule Sales Tax and Food & Beverage Tax.
- Licenses & Permits (row 5) are cyclical.
- Intergovernmental Revenues (row 6) includes Sales Tax and Income Tax which are expected to remain flat in 2023.
- Fees, Charges & Fines (row 8) have increased over 2021 primarily due to a fee increase for ambulance billing.
- Other Financial Resources (row 12) in 2021 is due to mark to market adjustments on investments.
- Personnel (row 15) accounts for 73% of General Fund expenses.
- Supplies (row 16) - 2023 Budgeted expenses are about 10% higher than prior years due to the inflationary market conditions and supply chain issues.
- Professional Services (row 17) includes costs related to Du-Comm, Andy Frain Crossing Guard services, body worn cameras and the automated license plate reader camera system.
- Contractual Services (row 18) includes costs for street sweeping, tree planting, removal and pruning; pest eradication, debris hauling, computer maintenance, utility costs, traffic signal maintenance and snow removal.
- Claims, Grants & Debt (row 19) reflects costs for equipment, fleet maintenance and risk. The 2023 Budget includes costs for fleet maintenance and vehicles that were budgeted in 2022 but are not expected to be received until 2023 due to supply issues.
- Other Financial Uses (row 22) in 2022 is for budgeted transfers to the to Municipal Buildings Fund (\$1.6M) and transfers to the Equipment Replacement Fund and Risk Fund (\$3.8M). In 2023 this amount (\$1.4M) is a transfer to the Debt Service Fund for future debt payments.
- Net Change (row 25) reflects the additional levy amount from the Flat Levy Approach as directed by Council.

See the following pages for additional information on revenues.

The individual department schedules in the Department Summary section provide additional information.

GENERAL FUND REVENUE SOURCES

The table below shows the top sources of revenue for the General Fund. In FY23, these sources account for about 88% of all revenue budgeted in the General Fund.

RANK	SOURCE	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2022 Estimate	FY 2023 Proposed
1	Sales Tax	\$ 10,964,635	\$ 13,692,120	\$ 12,200,000	\$ 13,145,479	\$ 13,000,000
2	Property Taxes - Pensions	\$ 7,694,449	\$ 8,843,974	\$ 9,894,162	\$ 9,894,162	\$ 9,479,056
3	State Income Tax	\$ 5,310,324	\$ 6,465,423	\$ 6,050,000	\$ 6,983,221	\$ 6,800,000
4	Property Taxes - Operations	\$ 6,077,409	\$ 6,082,116	\$ 6,022,145	\$ 6,022,145	\$ 6,437,251
5	Ambulance Fees	\$ 1,497,863	\$ 3,728,131	\$ 1,990,000	\$ 3,500,000	\$ 3,700,000
6	Food & Beverage Tax	\$ 1,635,834	\$ 3,031,616	\$ 3,000,000	\$ 3,338,008	\$ 3,400,000
7	Utility Taxes	\$ 3,895,951	\$ 3,649,728	\$ 3,690,000	\$ 3,487,213	\$ 3,345,000
8	Home Rule Sales Tax	\$ 1,685,642	\$ 2,189,456	\$ 2,100,000	\$ 2,200,000	\$ 2,250,000
9	State Shared Local Use Tax	\$ 2,182,070	\$ 1,893,831	\$ 1,600,000	\$ 1,726,967	\$ 1,600,000
10	Building Related Permits	\$ 1,247,381	\$ 1,104,156	\$ 1,300,000	\$ 1,400,000	\$ 1,000,000
SUB-TOTAL		\$ 42,191,558	\$ 50,680,551	\$ 47,846,307	\$ 51,697,195	\$ 51,011,307
ALL OTHER TOTAL		\$ 8,674,070	\$ 6,473,517	\$ 6,536,721	\$ 7,180,062	\$ 7,372,788
TOTAL GENERAL FUND REVENUES		\$ 50,865,628	\$ 57,154,068	\$ 54,383,028	\$ 58,877,256	\$ 58,384,095

Sales Tax- Imposed on a seller's receipts for the sale of tangible personal property for use or consumption. Sales tax on general merchandise is 8.00%, broken down as follows:

State of Illinois	5.00%
Village of Downers Grove	1.00%
DuPage County	0.25%
Regional Trans. Authority	0.75%
Downers Grove Home Rule*	1.00%
Total Current Tax Rate	8.00%

* Downers Grove Home Rule Sales Tax Distribution = 0.75% to Capital Projects, and 0.25% to the General Fund

Qualifying food, drugs and medical appliance sales tax is 1.75%. The Village receives 1% of this amount. These revenues are typically earmarked for the funding of the day-to-day operations of the Village. Sales tax was impacted in 2020 due to the economic impact of the coronavirus pandemic and has since recovered. In addition the Village the State of Illinois enacted the "Leveling the Playing Field for Illinois Retailers Act" effective January 1, 2021 which increased the Villages sales tax revenue from on-line purchases made by Village residents.

Property Tax- Taxes that an owner of real estate or other property pays on the value of their own property. The local townships (Downers Grove, Lisle, York and Milton) perform an appraisal of the monetary value of the property, and a tax is assessed in proportion to that value. The Village's property tax revenue is divided into the following categories: general property taxes (operations) and police and fire pensions. When combining these categories, the total property tax collected by the Village will account for approximately \$15,916,000 of its entire General Fund revenue in 2022. The forecast for FY2023 is approximately \$15,916,000.

State Income Tax- Taxes imposed on the privilege of earning or receiving income as a resident of the state of Illinois. Local government entities receive a portion of the net collections of all income tax received. The amount that each municipality receives is based on its population in proportion to the population of the entire state of Illinois. In 2022, the Village of Downers Grove will receive approximately \$7.0 million in revenue from state income taxes. In 2023 the Village forecasts a revenue stream of approximately \$6.8 million to be generated from state income taxes.

Utility Tax- Utility taxes are comprised of the Natural Gas Use Tax, the Electricity Tax and the Telecommunications Tax. The Natural Gas Use Tax is a fee charged to residents and businesses for the purchase of natural gas. The Electricity Tax is paid by incorporated residents for the use of electricity on their properties. The Telecommunications Tax is imposed on gross charges for all intra-state and interstate messages. This tax includes charges for land line phones, cellular phones, internet and pagers. It is anticipated the Village will receive approximately \$3.5 million in utility taxes in FY22 and \$3.3 million in 2023.

Food & Beverage Tax- The tax is 1% and applies to the purchase price of prepared foods and non-alcoholic and alcoholic beverages for immediate consumption, as well as packaged alcohol sales. This tax was implemented in 2018. A 0.5% increase in the Food & Beverage Tax was budgeted effective 3/1/21. It is anticipated the Village will receive approximately \$3.3 million in food & beverage taxes in FY22 and \$3.4 million in 2023.

GENERAL FUND REVENUE SUMMARY

Description	FY 2020 Actual	FY 2021 Actual	FY 2022 Budgeted	FY 2022 Estimate	FY 2023 Proposed
Property Taxes	6,077,409	6,082,116	6,022,145	6,022,145	6,437,251
Property Taxes - Police & Fire Pension	7,694,449	8,843,974	9,894,162	9,894,162	9,479,056
Property Taxes - Downtown SSA	238,001	238,935	400,000	400,000	400,000
Property Taxes - Fairview Fire SSA	95,261	108,342	112,000	112,000	112,000
Property Taxes - Twp Road & Bridge	480,400	500,181	500,000	500,000	500,000
Home Rule Sales Tax	1,685,642	2,189,456	2,100,000	2,200,000	2,250,000
Hotel Use Tax	372,279	627,230	600,000	597,412	600,000
Municipal Gas Use Tax	457,341	458,109	470,000	471,792	475,000
Electricity Tax	1,694,536	1,709,045	1,720,000	1,706,146	1,670,000
Telecommunications Tax	1,744,074	1,482,574	1,500,000	1,309,274	1,200,000
Food and Beverage Tax	1,635,834	3,031,616	3,000,000	3,338,008	3,400,000
Other Local Taxes	49,205	72,555	50,000	55,000	50,000
41 Subtotal Local Taxes	22,224,431	25,344,133	26,368,307	26,605,940	26,573,307
Building Related Permits	1,247,381	1,104,156	1,300,000	1,400,000	1,000,000
Alcohol Beverage License	301,945	336,041	310,000	310,000	320,000
Professional & Occupational Licenses	10,102	13,593	11,050	10,000	11,050
Other Licenses and Permits	81,045	132,861	86,420	125,000	125,000
42 Subtotal Licenses & Permits	1,640,473	1,586,651	1,707,470	1,845,000	1,456,050
Sales Tax ⁽¹⁾	10,964,635	13,692,120	12,200,000	13,145,479	13,000,000
State Income Tax	5,310,324	6,465,423	6,050,000	6,983,221	6,800,000
Personal Property Replacement Tax	445,919	781,112	685,000	1,416,150	1,400,000
State Shared Local Use Tax	2,182,070	1,893,831	1,600,000	1,726,967	1,600,000
Other State Shared Revenues	54,302	88,764	95,000	82,183	100,000
43 Subtotal Intergovernmental Revenues	18,957,250	22,921,250	20,630,000	23,354,000	22,900,000
44 All Sales Revenue	-	-	-	-	-
Ambulance Fees - Residents	1,189,422	2,759,455	1,500,000	2,600,000	2,700,000
Ambulance Fees - Non-Residents	308,441	968,676	490,000	900,000	1,000,000
Plan Review & Inspection Fees	247,408	283,327	276,040	275,000	300,000
Administrative Fees	45,000	56,000	45,000	54,200	60,000
Fines	225,412	176,779	200,000	82,500	95,000
Cable Franchise Fees	858,294	865,708	860,000	850,000	865,000
Cellular Equipment Rental Fees	1,178,698	1,210,554	1,288,186	1,210,554	1,339,713
Other Fees, Charges & Fines	693,897	958,611	758,525	792,062	785,525
45 Subtotal Fees, Charges & Fines	4,746,572	7,279,110	5,417,751	6,764,316	7,145,238
46 All Grants	2,785,480	102,199	59,500	58,000	59,500
47 All Interest and Claims	312,123	272,436	200,000	250,000	250,000
48 All Donations and Contributions	-	-	-	-	-
49 Other Financial Resources	199,299	(351,711)	-	-	-
Total General Fund Revenues	50,865,628	57,154,068	54,383,028	58,877,256	58,384,095

(1) Does not include sales tax revenue that is expended as a result of sales tax reimbursement agreements

MOTOR FUEL TAX FUND

Fund Type: Special Revenue Fund
Fund Number: 102

*Accounts for all financial activity
related to the Motor Fuel Tax (MFT)
received from the state*

Description- The Motor Fuel Tax (MFT) Fund is a state-required funding mechanism for the receipt and use of state revenues for roadway maintenance and construction purposes. MFT revenues are distributed by the State of Illinois from state-wide taxes on gas and diesel fuel. These revenues are distributed to municipalities based on the ratio of the municipality's population to the population of the state.

Revenue projections are based on information provided by the Illinois Municipal League. Expense projections are based on planned roadway maintenance activities that meet the requirements of Motor Fuel Tax receipts as defined by state statutes.

Recent History and Trends- In 2019 the state passed legislation to increase the state's MFT by 19 cents per gallon on gasoline. The Village received \$3.2 million between 2020 and 2022 in Rebuild Illinois funds which will be used primarily on the Roadway Maintenance projects by the end of 2023.

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Fund Balance	2,617,718	3,307,171	3,307,171	2,942,119	1,371,283	1,027,283
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	1,914,706	1,800,000	1,900,000	1,900,000	1,900,000	1,900,000
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	1,073,509	1,073,509	1,073,509	-	-	-
10	Interest & Claims	1,238	1,500	19,500	8,000	6,000	5,500
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	2,989,453	2,875,009	2,993,009	1,908,000	1,906,000	1,905,500
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	300,000	352,100	352,100	300,000	300,000	300,000
17	Professional Services	-	55,000	55,000	65,000	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	2,000,000	3,275,000	2,950,961	3,113,836	1,950,000	1,500,000
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	2,300,000	3,682,100	3,358,061	3,478,836	2,250,000	1,800,000
24	Net Change	689,453	(807,091)	(365,052)	(1,570,836)	(344,000)	105,500
25	Ending Fund Balance	3,307,171	2,500,080	2,942,119	1,371,283	1,027,283	1,132,783

Noteworthy Changes from 2022 and Other Explanations

- Intergovernmental Revenues (row 6) are MFT receipts from the state.
- Grants (row 9) are funds from the Rebuild Illinois Capital Plan which will be spent by the end of 2023.
- Supplies (line 16) is for salt.
- Controlled Assets (row 20) are expenditures on Roadway Maintenance.

MFT FUEL TAX FUND

FUND 102 - Motor Fuel Tax Fund

ST-004	Roadway Maintenance Program	3,232,420
ST-060	Roadway Resurfacing (LAFO) 71st Street, W Village Limit to Dunham	365,000
ST-061	Roadway Resurfacing (LAFO) Woodward, 63rd Street to S Village Limit	465,000
		4,062,420



FOREIGN FIRE INSURANCE FUND

Fund Type: Special Revenue Fund
Fund Number: 109

*Accounts for all financial activity
related to funds provided by the state
of Illinois for Foreign Fire Insurance*

Description- This fund was created to account for the funds provided by the State of Illinois for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board, which is comprised of Fire Department members, per state statute. Pursuant to state law, the Foreign Fire Insurance Fund receives its monies from a state tax imposed on fire insurance policies written by insurance companies located outside of the state of Illinois. These funds are intended to provide for the needs of the department as the department see fit to compensate for what is not provided for by the municipality. The Village Council is required to adopt this budget and appropriate these funds. Additionally, these expenditures must be audited as part of the Municipal Audit.

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	276,728	303,191	303,191	340,391	180,391	188,841
3	Revenue						
4	Local Taxes	137,748	130,000	130,000	140,000	140,000	140,000
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	100	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	137,848	130,000	130,000	140,000	140,000	140,000
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	19,740	23,350	23,350	52,250	43,250	36,850
17	Professional Services	18,748	30,850	30,850	42,350	44,500	44,500
18	Other Contractual Services	7,011	9,800	2,600	9,800	9,800	9,800
19	Claims, Grants, & Debt	112	-	-	26,000	26,000	26,000
20	Controlled Assets	65,775	36,000	36,000	-	8,000	8,000
21	Capital Assets	-	-	-	169,600	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	111,385	100,000	92,800	300,000	131,550	125,150
24	Net Change	26,463	30,000	37,200	(160,000)	8,450	14,850
25	Ending Fund Balance	303,191	333,191	340,391	180,391	188,841	203,691

Noteworthy Changes from 2022 and Other Explanations

- Local Taxes (row 4) reflects the cash received from the state.
- Supplies (row 16) reflects expenditures for supplies for all four fire stations.
- Professional Services (row 17) primarily includes education costs and wellness expenses for firefighters.
- Claims, Grants & Debt (row 19) is for equipment for fire department, training aids, gear washers, and physical fitness equipment.
- Capital Assets (row 21) is for a kitchen remodel at Fire Station #3.

FOREIGN FIRE INSURANCE FUND



OGDEN AVENUE TIF FUND

Fund Type: Special Revenue Fund
Fund Number: 110

*Accounts for all financial activity
related to the Ogden TIF*

Description- The Ogden Avenue TIF Fund exists to account for all financial activity related to the Ogden Avenue Tax Increment Financing District, which is defined by a designated boundary along Ogden Avenue from Stonewall Avenue on the west to Cumnor Avenue on the East. TIF revenues are provided through the collection of property taxes, or TIF increment, created from the increasing value of property within the district. The revenues are used to facilitate redevelopment along the corridor in accordance with applicable Illinois TIF statutes. The TIF was created in 2001 and ends in 2024 with final tax dollars received in 2025.

Recent History and Trends- The value of all of the properties located within the district has increased from \$29.3 million (2000 EAV) to \$49.4 million (2020 EAV).

In 2016, the Village entered into an agreement with 1815 Ogden LLC to develop a Packey Webb Ford dealership on the south side of Ogden between Lee and Stonewall. Under this agreement the Village reimbursed the Developer \$5 million for extraordinary redevelopment expenses from Ogden TIF increment.

In 2017, the Village entered into an agreement with Vequity Downers Ogden GP to develop the corner of Main Street and Ogden Avenue with three retail /commercial buildings. Under this agreement the Village reimbursed the Developer \$850,000.

In 2019, the Village entered into an agreement with the Downers Grove Township to reimburse them \$275,000 for costs to redevelop the vacant property at the northeast corner of Saratoga Avenue and Sherman Street, immediately west of the building at 4340 Prince Street with a 6,000 square foot building housing a food pantry and other Township functions.

In 2020, the Village entered into an agreement with the Developer 1111 Ogden, LLC to construct a 9,000 square foot multi-tenant retail building at 1111 Ogden Avenue to reimburse the Developer in an amount not to exceed \$850,000. This project is expected to be completed by early 2022.

Ogden Avenue TIF Closeout Plan

The Ogden Avenue TIF ends in 2024 with final tax dollars received in 2025. The following goals have been identified in closing out this TIF:

- Maximize the use of TIF revenue
- Complete the Planned Pedestrian Safety Improvements (Downers Grove North High School)
- Facilitate Redevelopment that Generates Sales Tax and Food & Beverage Tax by Reimbursing Developers for TIF Eligible Expenses:
 - > Budget \$6.5 to \$7 Million for Reimbursement Payments
 - > Use a Combination of Fund Balance (Cash on Hand) and On-Going Tax Increment Revenue
 - > Facilitate these Redevelopments in 2022 and 2023 (Pledge all Available Funds by End of 2023)
 - > Prioritize Potential Redevelopment Sites
 - > Connect Potential Developments/Developers to Redevelopment Sites
- Review Status and Performance Quarterly
- Revisit the Plan in January 2024

OGDEN AVENUE TIF FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	2,500,997	3,229,523	3,229,523	3,556,110	2,278,197	989,451
3	Revenue						
4	Local Taxes	1,159,923	1,250,000	1,250,000	1,330,000	1,410,000	1,490,000
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	8,791	5,000	20,000	10,000	10,000	10,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	(13,880)	-	-	-	-	-
13	Total Revenue	1,154,834	1,255,000	1,270,000	1,340,000	1,420,000	1,500,000
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	1,500	2,650	1,500	1,500	1,800	1,800
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	275,000	960,000	850,000	2,410,000	2,420,000	2,398,097
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	65,400	7,500	7,500	122,000	200,000	-
22	Other Financial Uses	84,408	84,413	84,413	84,413	86,946	89,554
23	Total Expenses	426,308	1,054,563	943,413	2,617,913	2,708,746	2,489,451
24	Net Change	728,526	200,437	326,587	(1,277,913)	(1,288,746)	(989,451)
25	Ending Fund Balance	3,229,523	3,429,960	3,556,110	2,278,197	989,451	-

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from 2022 and Other Explanations

- Local Taxes (row 4) reflects TIF increment.
- Professional Services (row 17) includes audit fees.
- Claims, Grants, & Debt (row 19) includes economic development incentives for current and future redevelopment agreements.
- Capital Assets (row 21) reflects costs for CIP.

FUND 110 OGDEN AVENUE TIF

TR-033	Pedestrian Safety Enhancements	122,000
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- Other Financial Uses (row 22) is primarily for economic development costs related to the Ogden TIF

TAX REBATE FUND

Fund Type: Special Revenue Fund
Fund Number: 111

*Accounts for all financial activity
related to the Village's tax rebate
agreements*

Description- As part of the Village's economic development efforts, the Village has entered into tax rebate agreements with local businesses. These agreements assist in the attraction and retention of retail businesses. Each of the agreements includes performance standards that must be met prior to the payment of any tax rebate.

Recent History and Trends- Current Tax Rebate Agreements include: Pugi Mazda, Zeigler Auto Group, Packey Webb Ford, Napleton Aston Martin, Ogden Lincoln and Steinhafels.

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	-	-	-	-	-	-
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	1,329,145	1,600,000	1,300,000	1,325,500	1,425,500	1,525,500
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	-	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	1,329,145	1,600,000	1,300,000	1,325,500	1,425,500	1,525,500
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	1,329,145	1,600,000	1,300,000	1,325,500	1,425,500	1,525,500
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,329,145	1,600,000	1,300,000	1,325,500	1,425,500	1,525,500
24	Net Change	-	-	-	-	-	-
25	Ending Fund Balance	-	-	-	-	-	-

Noteworthy Changes from 2022 and Other Explanations

- Intergovernmental Revenues (row 6) reflects a transfer from the General Fund and Capital fund for taxes to be rebated.
- Claims, Grants, & Debt (row 19) reflects payments to businesses receiving rebates.

ASSET FORFEITURE FUND

Fund Type: Special Revenue Fund
Fund Number: 114

Accounts for all financial activity related to asset seizures from criminal activity

Description- This fund was established in 2012 to account for the revenues and expenditures of proceeds from asset seizures. It is the result of the equitable sharing agreement the police department has with the Department of Justice. These funds are generated through joint investigations with the federal government that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items. Also in this fund are proceeds from state asset seizures, Department of Treasury Homeland Security investigations, DUI circuit court fees and money laundering asset seizures.

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	2,533,860	2,462,960	2,462,960	2,372,939	72,939	72,939
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	122,785	-	340,167	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	3,455	-	4,384	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	126,239	-	344,551	-	-	-
14	Expenses						
15	Personnel	95,741	-	-	-	-	-
16	Supplies	-	-	2,470	-	-	-
17	Professional Services	3,696	150,000	65,365	40,000	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	36,224	300,000	10,059	-	-	-
21	Capital Assets	61,478	1,545,000	356,678	2,260,000	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	197,139	1,995,000	434,572	2,300,000	-	-
24	Net Change	(70,900)	(1,995,000)	(90,021)	(2,300,000)	-	-
25	Ending Fund Balance	2,462,960	467,960	2,372,939	72,939	72,939	72,939

Noteworthy Changes from 2022 and Other Explanations

- Fees, Charges & Fines (row 8) reflects the cash received from asset seizures.
- All expenditures in the fund are spent following each guidelines for each agency.
- Personnel (row 15) are costs of two police officers in 2021.
- Capital Assets (line 21) in 2022 is for the purchase of Body Worn Cameras and a License Plate Recognition System. The \$1.5 million that was budgeted in 2022 for the new Police station is being re-budgeted in 2023 to align spending with construction. In 2023 an additional \$750,000 is for the new Police Station.

CAPITAL PROJECTS FUND

Fund Type: Capital Fund
Fund Number: 220

Accounts for financial activity for general construction and capital improvement activity of several capital related programs

Description

The Capital Fund accounts for general construction and capital improvement activity of several capital-related programs including roadway maintenance, sidewalks, bikeways, traffic signals, and other projects. A separate Community Investment Program (CIP) document within this budget document provides detailed information regarding all capital projects proposed over the next five years. (See Section 6)

Primary revenue sources in this fund are Home Rule Sales Tax, Property Tax and Telecom Tax. The Village also aggressively pursues grant opportunities whenever they are available.

Recent History and Trends

The Village continues to invest in infrastructure improvements using dedicated funding sources. The improvements are designed to reduce the total life cycle cost of owning and operating the infrastructure systems.

FY23 Budget Considerations

In addition to continued investment in the Village's roads, sidewalks, and traffic systems, the 2023 budget includes final costs for the replacement of the Enterprise Resource Planning System (ERP), which started in 2021. This is a multi-year project to integrate departments and functions, such as budgeting, general, billing, payroll, human resources, permitting and licensing

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. ARPA provides funds to support State, local, and Tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses. The Village of Downers Grove received approximately \$4.9 million provided in two equal installments in 2021 and 2022. ARPA funds may be used for expenses incurred between March 2021 and December 31, 2024. In 2021 and 2022, the Village began using ARPA funds to pay for street maintenance activities from the Capital Fund. Street maintenance is listed as an example of Government Services in the Treasury's Frequently Asked Question document. The Village expects to spend all ARPA funds by the end of 2023.



CAPITAL PROJECTS FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	9,167,636	12,252,887	12,252,887	9,053,805	4,629,716	3,989,966
3	Revenue						
4	Local Taxes	7,836,401	7,571,524	7,833,442	7,961,524	8,101,524	8,241,524
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	8,640	8,640	8,640	-
9	Grants	3,261,610	2,458,060	1,941,854	-	1,471,932	905,548
10	Interest & Claims	60,379	10,000	50,000	50,000	50,000	50,000
11	Contributions	40,914	15,000	20,000	20,000	20,000	20,000
12	Other Financial Resources	(105,226)	-	-	-	-	-
13	Total Revenue	11,094,077	10,054,584	9,853,936	8,040,164	9,652,096	9,217,072
14	Expenses						
15	Personnel	409,197	422,417	445,229	512,452	523,958	535,813
16	Supplies	20,247	-	12,239	50,000	50,000	50,000
17	Professional Services	82,995	52,580	228,339	98,080	163,080	113,080
18	Other Contractual Services	163,864	116,500	96,701	104,000	78,000	66,000
19	Claims, Grants, & Debt	56,736	59,380	59,380	65,136	67,090	69,102
20	Controlled Assets	3,867,154	3,160,000	2,841,000	2,694,580	3,347,274	3,875,000
21	Capital Assets	1,583,966	3,073,981	695,383	6,025,580	3,227,761	2,743,640
22	Other Financial Uses	1,824,668	9,806,230	8,674,747	2,914,425	2,834,683	2,853,818
23	Total Expenses	8,008,826	16,691,088	13,053,018	12,464,253	10,291,846	10,306,453
24	Net Change	3,085,251	(6,636,504)	(3,199,082)	(4,424,089)	(639,750)	(1,089,381)
25	Ending Fund Balance	12,252,887	5,616,383	9,053,805	4,629,716	3,989,966	2,900,585

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from FY22 and Other Explanations

- Local Taxes (row 4) includes Home Rule Sales Tax, Property Tax and Telecom tax. Home Rule Sales Tax has been positively impacted due to on-line sales from the change in the state sales tax law effective January 1, 2021, resulting in an increased revenue stream.
- Fees, Charges & Fines (row 8) reflects lease payments that were previously recorded in the Real Estate Fund. As of FY2022, the Real Estate Fund is no longer being used.
- Grants (row 9) in 2021 and 2022 are from the American Rescue Plan Act (ARPA) which will be used for street maintenance.
- Contributions (row 11) is Developer Contributions for sidewalks.
- Personnel (row 15): There are 4.13 employees: 1/4 GIS Specialist, 1/2 Administrative Assistant, 1 PW Technician-Engineering, 1/4 Engineering Manager, 1.5 Staff Engineer II, 1/3 Management Analyst and 1/3 PW Seasonal Employees.
- Rows 16 through 21 are primarily for CIP projects, details on following page. In 2023 spending is increased to make up for projects that were postponed due to supply chain issues.
- Other Contractual Services (row 18) is for Emerald Ash Borer
- Other Financial Uses (row 22) in 2022 includes budgeted amounts for \$1.2 million of roadway reconstruction debt payments, \$660,000 for Fire Station 2 debt payments and a transfer of \$8.0 million to the Major Build-ings Fund for the new Civic Center Project. Beginning in FY2023 this amount includes \$1.8 million for current debt service payments and \$1.1 million for the Civic Center Project debt.

CAPITAL PROJECTS FUND

FUND 220 - Capital Projects Fund

FN-002	Enterprise Resource Planning System (ERP)	260,000
FO-001	Emerald Ash Borer (EAB) Eradication	76,000
MB-043	Facility Improvements/Maintenance - Fire Stations	120,000
MB-052	Facility Improvements/Maintenance - Public Works	167,000
MB-054	Facility Improvements/Maintenance - Train Stations	60,000
MB-056	Facility Improvements/Maintenance - Fleet Maintenance	150,000
MB-100	Emergency Repair Project Contingency	75,000
S-006	Replacement/Rehabilitation Sidewalk Program	500,000
S-007	DBD Crosswalk & Accessibility Upgrades	550,000
S-008	Right of Way Accessibility Improvements	400,000
S-013	Linda Kunze Plaza / Main Street Train Station	25,000
ST-004	Roadway Maintenance Program	752,580
ST-056	Pavement Condition Assessment Upgrade	75,000
ST-062	Fairview Business District Street and Lighting Improvements	50,000
TR-023	Pavement Striping Maintenance	150,000
TR-024	Neighborhood Traffic Management	65,000
TR-030	Traffic Signal Modernization, Annual Element	500,000
TR-033	Pedestrian Safety Enhancements	205,000
TR-034	Main Street DBD Traffic Signal Upgrades	1,075,000
		5,255,580

CAPITAL PROJECTS FUND



MAJOR BUILDINGS FUND

Fund Type: Capital Fund
Fund Number: 223

*Accounts for all financial activity
related to municipal building projects*

Description– Since FY2022, this fund has been used to track the activities of the revenues and expenses related to the Civic Center Project. In previous years, this fund tracked planned, project-oriented maintenance activities related to the Village's facilities. Beginning in FY2022, these building maintenance projects have been reflected in the Capital Projects Fund (220).

The Village is constructing a combined Civic Center facility, which will be the new home of Village Hall, the Police Department and the administrative offices of Downers Grove Grade School District 58. Located on the west side of the Civic Center property, this combined facility will provide modern work spaces that will allow for efficient and effective interactions between employees and with customers. Plans also include shared spaces for a variety of public meetings and community activities, including a multipurpose Council Chambers.

Exterior features will include public plazas, pedestrian walkways and native landscaping. Visitor parking will be onsite, as well as areas designated for employees and official Village vehicles. The proposed plan for the Washington Street intersection will eliminate the eastern leg of the intersection, streamlining the traffic flow and improving pedestrian walkways. A variety of environmentally sustainable features are proposed for the new building.

With a total project budget of \$60.4 million, the new facility is expected to be substantially complete by early 2024. It will be paid for with \$24.0 million cash and a bond issuance of \$36.0 million plus bond issuance costs. Funding sources for the bond payments include the sale of land, plus property taxes generated by development, Capital Project Fund revenue, gasoline taxes, and property taxes currently supporting Fire Station #2 debt service. Additional information about the Facility Replacement & Sustainability Plan (FRSP) is available here: <http://www.downers.us/facilities>



MAJOR BUILDINGS FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	6,946,060	12,262,657	12,262,657	50,234,069	7,111,269	-
3	Revenue						
4	Local Taxes	212,667	190,000	200,000	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	1,680	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(4,419)	10,000	260,000	565,000	55,000	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	5,436,027	46,032,819	45,781,186	-	-	-
13	Total Revenue	5,645,955	46,232,819	46,241,186	565,000	55,000	-
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	9,411	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	227,420	-	-	-	-	-
21	Capital Assets	92,527	18,500,000	8,025,000	43,687,800	7,166,269	-
22	Other Financial Uses	-	641,551	244,774	-	-	-
23	Total Expenses	329,358	19,141,551	8,269,774	43,687,800	7,166,269	-
24	Net Change	5,316,597	27,091,268	37,971,412	(43,122,800)	(7,111,269)	-
25	Ending Fund Balance	12,262,657	39,353,925	50,234,069	7,111,269	-	-

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from FY22 and Other Explanations

- Local Taxes (row 4) reflects gasoline tax. Beginning in FY2023, it will be reflected as revenue in the Debt Service Fund (row 4), since it represents a funding source for ongoing debt service payments.
- Other Financial Resources (row 12) reflects all of the funding for the project except \$1.5 million that is being accounted for in the Asset Forfeiture Fund. That funding source is being tracked separately in order to comply with Department of Justice requirements for the use of those funds.
- Capital Assets (row 21) reflect expenditures for the Civic Center Project between fiscal years 2022 and 2024. \$46,958 related to the project was expended in FY2021.

FUND 223 - Major Buildings Fund

MB-101	Facility Replacement & Sustainability Plan	43,687,800
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- Other Financial Uses (row 22) in 2022 includes issuance costs for the debt.

DEBT SERVICE FUND CAPITAL

Fund Type: Debt Service Fund
Fund Number 339

*To account for the financial activity of
Capital Debt Service*

Description- The Capital Debt Service Fund is used to account for the principal and interest payments associated with all of the Village's outstanding debt related to Fire Station 2, roadway improvements and the new Civic Center project.

Recent History and Trends- In FY13, the Village was upgraded to a AAA bond rating with a stable outlook. This rating was reaffirmed in FY22.

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Fund Balance	-	-	-	-	1,371,628	1,371,628
3	Revenue						
4	Local Taxes	-	-	-	200,000	200,000	200,000
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	-	-	-	-	-	-
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	1,824,668	1,831,230	1,831,230	4,286,053	3,234,683	3,352,518
13	Total Revenue	1,824,668	1,831,230	1,831,230	4,486,053	3,434,683	3,552,518
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	1,824,668	1,831,230	1,831,230	3,114,425	3,434,683	3,552,518
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,824,668	1,831,230	1,831,230	3,114,425	3,434,683	3,552,518
24	Net Change	-	-	-	1,371,628	-	-
25	Ending Fund Balance	-	-	-	1,371,628	1,371,628	1,371,628

Noteworthy Changes from 2022 and Other Explanations

- Local Taxes (row 4) reflects gasoline tax. Prior to FY2023 this revenue was recorded in the Major Buildings Fund, however beginning in FY2023 it will be recorded here since it represents a funding source for ongoing debt service payments for the Civic Center Project.
- Other Financial Resources (row 12) reflects transfers from the Capital Fund for debt payments. FY2023 reflects higher transfers received due to the Civic Center debt payment (\$1.1 million) and also the transfer from the General Fund (\$1.37 million).
- Claims, Grants, & Debt (row 19) reflects the debt payments. Debt Service increases beginning in FY2023 due to the Civic Center Project.
- This fund now has an ending fund balance due to the \$1.37 million transfer from the General Fund and the gasoline tax revenue. This balance will be used toward future debt payments for the Civic Center Project, as needed, to avoid requiring an increase in the property tax levy.

DEBT SERVICE SUMMARY

All Village of Downers Grove debt is rated AAA by Standard & Poor's.

	Series 2014A	Series 2014B	Series 2015A	Series 2015B	Series 2016	Series 2017	Series 2018	Series 2019
Type	G.O.	G.O.	G.O.	G.O.	IEPA LOAN	IEPA LOAN	IEPA LOAN	IEPA LOAN
Auth. Issue	6,725,000	2,935,000	5,000,000	4,535,000	1,257,357	1,609,341	3,439,718	4,327,738
Outstanding Principal	3,620,000	2,720,000	3,515,000	4,345,000	920,387	1,278,272	2,891,195	3,781,079
Purpose	Refund Portion	Refund	Water	Refund Portion	Water	Water	Water	Water
	Series '07 Bonds	Portion Series	Improvements	Series '08A	Improvements	Improvements	Improvements	Improvements
Funding	Capital Proj.	Stormwater	Water Fund	Stormwater	Water Fund	Water Fund	Water Fund	Water Fund
Source	Fund Revenues	Utility	Revenues	Utility Revenues	Revenues	Revenues	Revenues	Revenues
Remaining Debt Service Payments (Principal & Interest):								
FY 2023	665,025	117,100	338,725	176,075	77,409	96,476	208,124	266,744
FY 2024	663,000	116,200	336,900	175,325	77,409	96,476	208,124	266,744
FY 2025	665,450	691,525	334,925	174,575	77,410	96,476	208,123	266,744
FY 2026	662,375	687,850	337,725	173,825	77,410	96,478	208,124	266,744
FY 2027	662,988	687,837	335,300	173,075	77,409	96,476	208,124	266,744
FY 2028	661,375	680,638	337,000	172,263	77,409	96,476	208,124	266,744
FY 2029	-	102,000	332,813	755,975	77,410	96,476	208,124	266,744
FY 2030	-	-	333,362	871,825	77,408	96,478	208,124	266,744
FY 2031	-	-	333,563	874,700	77,409	96,477	208,124	266,744
FY 2032	-	-	333,412	876,525	77,410	96,476	208,124	266,745
FY 2033-2037	-	-	1,000,750	1,238,687	270,933	482,383	1,040,617	1,333,722
FY 2038-2042	-	-	-	-	-	-	208,124	400,116
Totals	3,980,213	3,083,150	4,354,475	5,662,850	-	1,045,026	3,329,980	4,401,279

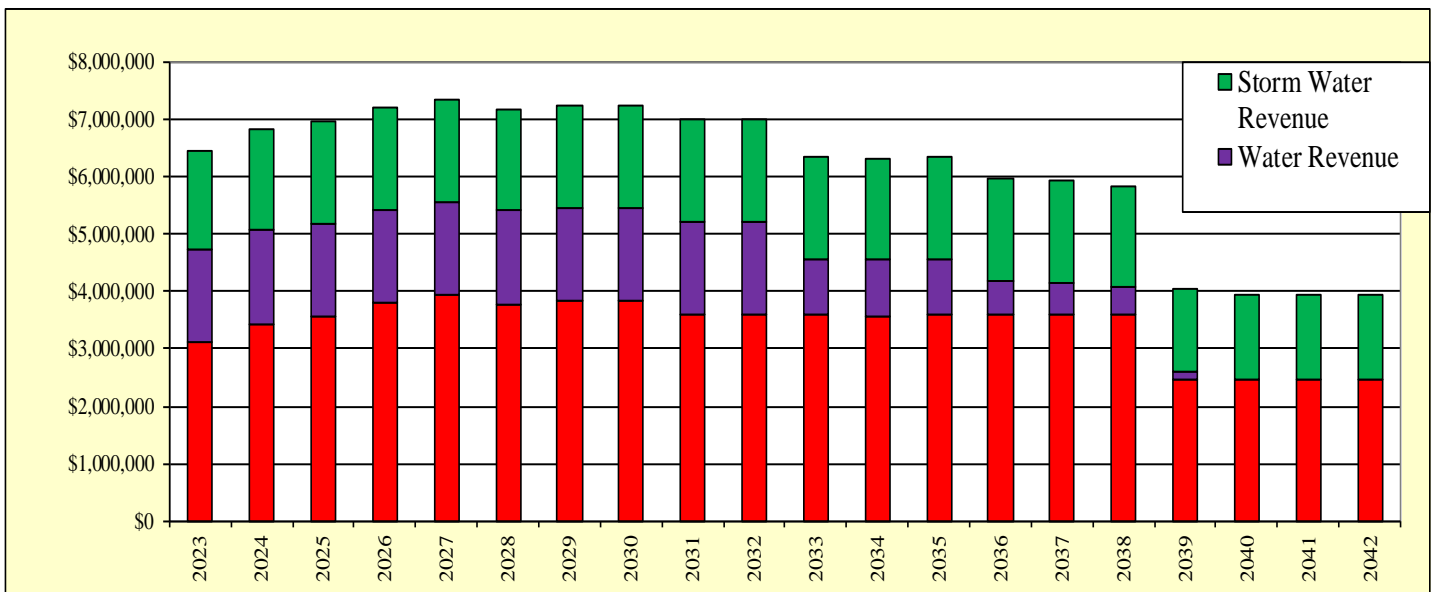
	Series 2016	Series 2019	Series 2020A	Series 2020B	Series 2022A	Series 2022B	Total
Type	G.O.	G.O.	G.O.	G.O.	G.O.	G.O.	
Auth. Issue	7,585,000	7,000,000	5,985,000	15,785,000	34,390,000	5,315,000	
Outstanding Principal	5,520,000	6,435,000	5,875,000	15,515,000	34,390,000	5,315,000	86,265,933
Purpose	Refund Portion						
	Series '08A	Stormwater	Refund Portion	Refund Portion	New Facilities	Stormwater	
	Bonds	Improvements	Series '12 Bonds	Series '12Bonds	Project	Improvements	
Funding	Stormwater	Stormwater	Water Fund	Capital Proj.	Capital Proj.	Stormwater	
Source	Utility	Utility	Revenues	Fund Revenues	Fund Revenues	Utility	
Remaining Debt Service Payments (Principal & Interest):							
FY 2023	737,550	483,625	652,153	1,167,307	1,282,093	192,055	6,460,461
FY 2024	733,700	484,625	649,246	1,170,033	1,601,650	268,700	6,848,132
FY 2025	177,800	485,325	650,884	1,167,043	1,720,025	247,200	6,963,505
FY 2026	177,800	480,800	646,913	1,173,050	1,973,525	255,950	7,218,569
FY 2027	177,800	481,050	647,176	1,167,811	2,111,150	259,325	7,352,265
FY 2028	177,800	481,000	646,593	1,166,303	1,952,900	267,325	7,191,950
FY 2029	177,800	485,575	640,340	1,173,591	2,673,775	255,325	7,245,948
FY 2030	177,800	484,775	643,443	1,164,836	2,678,775	243,825	7,247,395
FY 2031	177,800	483,675	645,633	1,164,817	2,431,650	242,575	7,003,167
FY 2032	177,800	482,275	641,998	1,168,442	2,432,650	241,325	7,003,182
FY 2033-2037	4,048,000	2,417,625	-	5,690,028	12,247,500	1,176,625	30,946,870
FY 2038-2042	1,065,900	963,275	-	1,134,549	12,363,700	5,581,475	21,717,139
Totals	8,007,550	8,213,625	6,464,379	18,507,810	45,469,393	9,231,705	123,198,583

DEBT SERVICE PAYMENTS

Debt service payments are summarized below by Governmental and Business-type Activities.

	Governmental Activities		Business-type Activities		
	Principal	Interest	Principal	Interest	Total
2023	\$ 1,410,000	\$ 1,704,425	\$ 2,147,401	\$ 1,198,635	\$ 6,460,461
2024	\$ 1,510,000	\$ 1,924,683	\$ 2,231,236	\$ 1,182,213	\$ 6,848,132
2025	\$ 1,665,000	\$ 1,887,518	\$ 2,285,228	\$ 1,125,759	\$ 6,963,505
2026	\$ 1,970,000	\$ 1,838,950	\$ 2,339,384	\$ 1,070,235	\$ 7,218,569
2027	\$ 2,165,000	\$ 1,776,949	\$ 2,398,701	\$ 1,011,615	\$ 7,352,265
2028	\$ 2,070,000	\$ 1,710,578	\$ 2,463,187	\$ 948,185	\$ 7,191,950
2029	\$ 2,210,000	\$ 1,637,366	\$ 2,517,843	\$ 880,739	\$ 7,245,948
2030	\$ 2,290,000	\$ 1,553,611	\$ 2,592,673	\$ 811,111	\$ 7,247,395
2031	\$ 2,125,000	\$ 1,471,467	\$ 2,667,680	\$ 739,020	\$ 7,003,167
2032	\$ 2,210,000	\$ 1,391,092	\$ 2,737,867	\$ 664,223	\$ 7,003,182
2033	\$ 2,280,000	\$ 1,306,202	\$ 2,163,235	\$ 594,192	\$ 6,343,629
2034	\$ 2,365,000	\$ 1,216,784	\$ 2,228,792	\$ 527,799	\$ 6,338,375
2035	\$ 2,465,000	\$ 1,122,860	\$ 2,304,538	\$ 456,915	\$ 6,349,313
2036	\$ 2,565,000	\$ 1,023,400	\$ 1,996,774	\$ 388,726	\$ 5,973,900
2037	\$ 2,675,000	\$ 918,282	\$ 2,023,121	\$ 325,250	\$ 5,941,653
2038	\$ 2,780,000	\$ 816,749	\$ 1,991,117	\$ 260,351	\$ 5,848,217
2039	\$ 1,735,000	\$ 734,300	\$ 1,387,156	\$ 201,891	\$ 4,058,347
2040	\$ 1,820,000	\$ 654,100	\$ 1,315,000	\$ 145,075	\$ 3,934,175
2041	\$ 1,905,000	\$ 570,500	\$ 1,375,000	\$ 84,700	\$ 3,935,200
2042	\$ 1,990,000	\$ 492,600	\$ 1,430,000	\$ 28,600	\$ 3,941,200

Debt Service Future Payments By Source



DEBT SERVICE PAYMENTS

Future debt service payments are summarized below by Fund.

Governmental Activities				Business-type Activities					
Capital Fund				Stormwater Fund			Water Fund		
Year	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2023	1,410,000	1,704,425	3,114,425	880,000	826,405	1,706,405	1,267,401	372,230	1,639,631
2024	1,510,000	1,924,683	3,434,683	945,000	833,550	1,778,550	1,286,236	348,663	1,634,899
2025	1,665,000	1,887,518	3,552,518	975,000	801,425	1,776,425	1,310,228	324,334	1,634,562
2026	1,970,000	1,838,950	3,808,950	1,005,000	771,225	1,776,225	1,334,384	299,010	1,633,394
2027	2,165,000	1,776,949	3,941,949	1,040,000	739,087	1,779,087	1,358,701	272,528	1,631,229
2028	2,070,000	1,710,578	3,780,578	1,075,000	704,026	1,779,026	1,388,187	244,159	1,632,346
2029	2,210,000	1,637,366	3,847,366	1,110,000	666,675	1,776,675	1,407,843	214,064	1,621,907
2030	2,290,000	1,553,611	3,843,611	1,150,000	628,225	1,778,225	1,442,673	182,886	1,625,559
2031	2,125,000	1,471,467	3,596,467	1,190,000	588,750	1,778,750	1,477,680	150,270	1,627,950
2032	2,210,000	1,391,092	3,601,092	1,230,000	547,925	1,777,925	1,507,867	116,298	1,624,165
2033	2,280,000	1,306,202	3,586,202	1,270,000	505,762	1,775,762	893,235	88,430	981,665
2034	2,365,000	1,216,784	3,581,784	1,315,000	460,775	1,775,775	913,792	67,024	980,816
2035	2,465,000	1,122,860	3,587,860	1,365,000	411,925	1,776,925	939,538	44,990	984,528
2036	2,565,000	1,023,400	3,588,400	1,415,000	360,450	1,775,450	581,774	28,276	610,050
2037	2,675,000	918,282	3,593,282	1,470,000	307,025	1,777,025	553,121	18,225	571,346
2038	2,780,000	816,749	3,596,749	1,525,000	251,600	1,776,600	466,117	8,751	474,868
2039	1,735,000	734,300	2,469,300	1,255,000	200,675	1,455,675	132,156	1,216	133,372
2040	1,820,000	654,100	2,474,100	1,315,000	145,075	1,460,075	-	-	-
2041	1,905,000	570,500	2,475,500	1,375,000	84,700	1,459,700	-	-	-
2042	1,990,000	492,600	2,482,600	1,430,000	28,600	1,458,600	-	-	-

STORMWATER FUND

Fund Type: Enterprise Fund
Fund Number: 443

To account for revenues and expenses associated with operating the Village's stormwater system

Description- The Stormwater Fund accounts for all stormwater related revenues and expenses including the maintenance of stormwater infrastructure and personnel expenses. Since 2013 the Stormwater Fund has been supported nearly exclusively through fees with revenues generated through utility bills. These revenues are used for capital improvements as well as the maintenance and operating costs of the stormwater infrastructure system which consists of approximately:

- 7,000 drainage structures
- 315 stormwater detention facilities
- 130 miles of storm sewer pipes
- 12 miles of streams
- 140 miles of roadway ditches
- 47,000 feet of culverts

Recent History and Trends - The Stormwater Fund was created in 2008 as a capital fund to address stormwater infrastructure needs. Since 2013 the fund has been supported nearly exclusively by fees with revenue generated from utility bills. In 2015, the Village established a recommended level of service - to create and maintain a stormwater management system that will safely convey and store runoff from 95% of rainfall events experienced in any given year.

Pursuant to the plan established in the 2016 Stormwater Utility Report, the Village would need to gradually increase its annual revenues from \$3.7 million in 2016 to more than \$11 million in order to meet the recommended level of service by 2029. The stormwater utility fee is expected to increase by 8.7% annually. Since 2008, the Village has invested over \$50 million to construct 86 stormwater infrastructure projects.

FY23 Budget Considerations - This budget includes revenue and expenses for capital projects and operations and maintenance. Capital projects include new stormwater storage, streambank stabilization, storm sewer expansion and replacement, major refurbishment or repairs to existing assets, and debt service payments. Operations and maintenance includes in-house operations (such as engineering and customer service) street sweeping, ditch maintenance, stream cleaning and maintenance, storm sewer inspection and cleaning and detention basin cleaning and vegetation management. To finance the capital projects, the Village issued \$5.5 million of bonds in FY22. This bond issuance was combined with the bond issuance for facilities to reduce issuance costs.

Capital Projects - The stormwater capital projects plan includes the construction of 11 projects in three years (2023 through 2025) at an estimated cost of \$9.2 million. In addition to these projects, annually recurring programs such as the drainage cost-share program, green streets/ sustainable stormwater program, downtown water quality improvements, minor stream corridor maintenance and storm sewer replacement will account for an additional approximately \$1 million per year.

See the Community Investment Plan in Section 6 for more details.



STORMWATER FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Cash Balance	7,909,066	5,305,312	5,305,312	8,782,474	6,668,243	4,526,049
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	5,245,914	5,630,000	5,707,000	6,203,480	6,743,120	7,329,765
9	Grants	48,206	-	-	16,687	-	-
10	Interest & Claims	(11,300)	10,000	50,000	40,000	40,000	40,000
11	Contributions	94,244	55,000	90,000	75,000	75,000	75,000
12	Other Financial Resources	-	5,500,000	5,539,571	-	-	-
13	Total Revenue	5,377,065	11,195,000	11,386,571	6,335,167	6,858,120	7,444,765
14	Expenses						
15	Personnel	849,176	1,352,148	1,251,147	1,418,833	1,450,053	1,482,210
16	Supplies	89,490	76,000	76,150	95,750	95,750	95,750
17	Professional Services	90,224	158,185	136,265	82,955	73,290	73,735
18	Other Contractual Services	420,112	923,940	923,940	885,320	886,520	886,520
19	Claims, Grants, & Debt	1,171,355	1,989,077	1,989,077	2,225,527	2,313,201	2,327,070
20	Controlled Assets	138,538	575,000	525,000	380,700	366,500	386,500
21	Capital Assets	459,099	3,165,000	2,720,000	3,360,313	3,815,000	4,145,000
22	Other Financial Uses	-	250,000	287,830	-	-	-
23	Total Expenses	3,217,994	8,489,350	7,909,409	8,449,398	9,000,314	9,396,785
24	Net Change		2,705,650	3,477,162	(2,114,231)	(2,142,194)	(1,952,020)
25	Ending Cash Balance	5,305,312	8,010,962	8,782,474	6,668,243	4,526,049	2,574,029

Noteworthy Changes from FY22 and Other Explanations

- Fees, Charges & Fines (row 8) are stormwater fees of \$6.2 million in 2023.
- Grants (row 9) in 2023 is for Water Quality Improvements.
- Contributions (row 11) are Developer Contributions for Site Run-off.
- Other Financial Resources (row 12) in 2022 includes a \$5.5 million debt issuance in 2022 for future projects.
- Personnel (row 15): There are 13.6 employees in this fund– 5 Maintenance Worker I, 2 Maintenance Worker II, .50 Engineering Manager, 1.0 PW Manager, 1.0 PW Technician, 1.0 Stormwater Administrator, 2 Staff Engineer II, .50 GIS Technician, .28 Seasonal Employees and .3 Management Analyst.
- Supplies (row 16) includes costs of drainage inlets, drainage structures, backfill material, pipes, restoration material.
- Professional Services (row 17) is primarily for engineering services.
- Other Contractual Services (row 18) includes roadway ditch cleaning, street sweeping, catch basin restoration and hauling, which are all ramping up per the Stormwater Utility Report
- Claims, Grants & Debt (row 19) includes \$1.7 million for stormwater debt plus transfers for fleet maintenance and equipment.
- Controlled Assets (row 20) and Capital Assets (row 21) are primarily for capital projects in the Community Investment Plan.
- Other Financial Uses in 2022 (row 22) is for a transfer to the Municipal Buildings Fund for Stormwater infrastructure for the new facility and bond issue costs related to the 2022 Stormwater bonds.

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STORMWATER FUND

FUND 443 - Stormwater Fund

SW-051	Neighborhood Drainage Improvements Cost-Share Program	90,000
SW-069	Green Streets/Sustainable Storm Water Program	40,000
SW-070	Storm Sewer Replacement, Annual Element	350,000
SW-073	Downtown Water Quality Improvements	77,000
SW-092	Streambank Improvements, St Joseph Creek, Main Branch	75,000
SW-093	Stormwater Capital Improvements - Fairview Ave at BNSF Tracks	115,000
SW-097	Stormwater Capital Improvements - Sherwood Ave & Chicago Ave	640,000
SW-098	Stormwater Capital Improvements - Curtiss St & Glenview Ave	700,000
SW-099	Stormwater Capital Improvements - Shady Ln, 40th St, Roslyn Area	900,000
SW-100	Stormwater Capital Improvements - 6th St & Fairview Ave	500,000
SW-101	Stormwater Capital Improvements - Blodgett Ave, Summit St to Randall St	10,000
SW-102	Stormwater Capital Improvements - Washington Street	5,000
SW-103	Stormwater Capital Improvements - St. Joseph Creek, Hill St to 55th St	50,000
		3,552,000





PARKING FUND

Fund Type: Enterprise Fund
Fund Number: 471

To account for revenues and expenses associated with maintaining the parking deck and all on/off-street parking facilities

Description - The Parking Fund accounts for all parking-related revenues and expenses including parking enforcement, utilities for the parking deck, maintenance costs and infrastructure.

As an Enterprise Fund, the Parking Fund is supported through fees for parking and parking tickets. The Main Street, Belmont and Fairview train stations provide Metra rail service from Aurora to Chicago. Parking is available at all three stations through a combination of permits, daily parking and parking meters.

Recent History and Trends - The following actions have been taken to maintain and enhance the Village's parking system:

- In 2015, the Village prepared a parking deck maintenance plan, to provide detailed recommendations for work to be performed to maintain the Village parking deck, which was constructed in 2004. Maintenance activities as recommended by the plan have been completed since 2016.
- In 2017, the Village launched a pay-by-phone reservation system for Downtown commuter parking spaces.
- In 2019, the Village initiated a parking study to review the operations of the parking system, particularly in light of recent redevelopment and changing retail patterns within the Downtown.

FY23 Budget Considerations – The Long Range Plan Update identified the following trends and issues:

- A decrease in commuter parking usage has led to decreased Parking Fund revenues from daily parking fees and parking permits
- The Parking Fund ran a deficit in 2020 and 2021 and will likely run deficits in 2022 and 2023
- The cash balance has declined and is projected to drop below zero in 2023

To address these issues the following strategies and solutions were recommended:

- Continue to perform scheduled maintenance of the parking deck, pursuant to the maintenance plan
- Defer maintenance on surface parking lots for up to two years
- Reduce expenses in the Parking Fund by lowering the scheduled administrative transfers between the Parking Fund and the General Fund (this will increase expense in the General Fund)
- Continue to monitor parking system demand and usage

The 2023 Budget for the Parking Fund reflects these strategies and solutions identified in the Long Range Plan update.



PARKING FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	1,603,324	1,028,596	1,028,596	627,746	929,708	1,101,415
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	46,875	46,875	46,875	46,875	-	-
7	Sales	603,653	746,449	692,644	720,028	822,000	864,000
8	Fees, Charges & Fines	55,856	44,000	56,686	56,500	56,500	56,500
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(1,086)	5,000	8,000	5,000	5,000	5,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	705,298	842,324	804,205	828,403	883,500	925,500
14	Expenses						
15	Personnel	177,307	212,611	217,798	210,964	215,189	219,541
16	Supplies	5,444	14,013	14,013	7,513	7,513	7,513
17	Professional Services	27,700	85,040	92,537	39,800	39,800	54,800
18	Other Contractual Services	123,811	140,530	130,893	120,590	95,590	96,500
19	Claims, Grants, & Debt	25,740	33,827	33,827	37,574	38,702	39,862
20	Controlled Assets	14,267	336,000	173,000	110,000	315,000	510,000
21	Capital Assets	56,917	-	-	-	-	-
22	Other Financial Uses	842,988	542,987	542,987	-	-	-
23	Total Expenses	1,274,173	1,365,008	1,205,055	526,441	711,794	928,216
24	Net Change		(522,684)	(400,850)	301,963	171,707	(2,716)
25	Ending Cash Balance	1,028,596	505,913	627,746	929,708	1,101,415	1,098,699

Noteworthy Changes from 2021 and Other Explanations

- Sales (row 7) reflects parking fees which are slowly increasing since the pandemic.
- Fees, Charges & Fines (row 8) reflects revenues from parking fines.
- Personnel (row 15): There are 2.5 employees in this fund, 1 CSO I, and 1.5 CSO II.
- Professional Services (row 17) primarily includes charges for phone lines and credit card processing fees.
- Other Contractual Services (row 18) includes utilities in the Parking Deck, plus maintenance services (security cameras, pay stations, parking fare terminals, deck).
- Claims, Grants, & Debt (row 19) includes transfers for fleet, equipment, and risk.
- Controlled Assets (row 20) is for capital projects in the CIP (\$40,000) and other required maintenance at the train stations.

FUND 471 - Parking Fund		
P-013	Parking Deck Maintenance	15,000
ST-056	Pavement Condition Assessment Upgrade	25,000
		40,000

- Other Financial Uses (row 22) includes Administrative Transfers and a transfer for debt service of \$300,000 for the Parking Deck. This debt was paid off in 2021. Beginning in 2023, the Administrative Transfers have been suspended due to lower than normal revenues per the Long Range plan update.

WATER FUND

A fund to account for all revenues and expenses associated with delivering water to customers

Fund Type: Enterprise

Fund Number: 481

Description- The Water Fund accounts for all water-related revenues and expenses including the purchase of water, maintenance of water distribution infrastructure and personnel expenses. As an Enterprise Fund, the Water Fund is supported solely through fees for water sales and services. Revenues are generated through bi-monthly utility bills. The Village purchases water from the DuPage Water Commission (DWC), an independent unit of government responsible for providing Lake Michigan water to municipalities and other customers in DuPage County. The Village, along with 23 other municipalities, entered into a wholesale water purchase agreement with the Water Commission in 1986.

Recent History and Trends- In 2010 the Village conducted a water rate study with the assistance of the consultant Municipal & Financial Services Group (M&FSG). Through the study, the Village determined that water rates as of 2010 were not generating adequate revenues to cover the costs of operating and maintaining the water system in 2011 or during subsequent years. The study concluded that the Village should restructure the water rates to include a fixed-rate fee based on meter size, increase water rates, make needed improvements to the water system, and issue bonds at regular intervals to pay for water system improvements.

The Village changed the water billing structure in 2011 and increased rates in subsequent years. To continue to construct replacement watermain throughout the system, the Village issued \$10 million in bonds in 2012 and \$5 million in 2015. In 2016 the Village entered into an agreement with the IEPA for low interest water loans from 2016-2020. The debt service payments on these borrowings are funded by the revenue from water rates. Since the cost of these borrowings are below market rates and are less than projected in the M&FSG model the Village has been able to defer a rate increases since the cost of maintaining the infrastructure has decreased.

In FY2019 the Village conducted an update to the water rate study. The following are findings from the study:

- The Village has made significant strides in addressing the needs of the water system with annual investments in infrastructure
- The Village has been effective at leveraging low interest loans from the IEPA
- The total costs of operating the water system are largely fixed at approximately 50% and the current rate structure gets 12% of revenues from a fixed charge.
- The Village has experienced an overall annual reduction in water sales for the last five years

The study recommended that water revenues should be increased in FY2020 (effective 7/1/20) and subsequent years by 4.6%. The adjustment to the fixed charges would bring the revenue collection from the fixed charge to approximately 15% of the total rate revenue in five years. This is to continue proactive management of the water system through infrastructure investment, ensure the opportunity to utilize low interest rate loans from the IEPA, maintain minimum cash balance and offset the decline in usage.

Per the COVID-19 Financial Response Plan, the implementation of the rate increase from the FY19 study was delayed by one year to commence effective 7/1/2021. Rate increases are now following the FY19 study.

FY23 Budget Considerations- In FY2022, due to lengthy review times at the IEPA, the Village was not able to get our five year plan approved for an IEPA loan. The Village is anticipating approval of this plan in 2023.

FUND 481 Water Fund		
WA-028	Watermain Replacement, Annual Element	2,000,000
WA-041	Lead Service Line Replacement	200,000
WP-010	Water Facility Maintenance, Annual Element	125,000
WP-011	Existing Well Rehab	1,325,000
WP-018	SCADA System Maintenance	100,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	2,600,000
		6,350,000

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	10,436,987	7,477,790	7,477,790	7,436,599	3,734,611	3,470,939
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	520	500	500	500	500	500
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	15,734,710	16,091,606	16,231,000	16,943,073	17,694,691	18,485,239
8	Fees, Charges & Fines	176,946	205,500	322,500	221,500	221,500	221,500
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(31,687)	78,454	115,000	75,000	75,000	75,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	(2,200)	3,980,000	-	2,000,000	5,975,000	2,800,000
13	Total Revenue	15,878,290	20,356,060	16,669,000	19,240,073	23,966,691	21,582,239
14	Expenses						
15	Personnel	1,590,457	1,895,765	1,781,835	1,851,086	1,888,419	1,926,872
16	Supplies	9,531,739	9,407,048	9,462,786	10,028,555	10,316,018	10,612,104
17	Professional Services	524,583	708,960	694,778	979,735	976,120	999,610
18	Other Contractual Services	476,058	809,027	812,147	872,598	873,756	873,756
19	Claims, Grants, & Debt	605,415	1,874,228	1,874,227	1,858,047	1,859,867	1,866,280
20	Controlled Assets	253,006	424,000	83,800	355,600	237,600	237,600
21	Capital Assets	1,576,836	6,680,000	679,178	5,925,000	6,975,000	3,800,000
22	Other Financial Uses	1,074,305	1,321,440	1,321,440	1,071,440	1,103,583	1,136,689
23	Total Expenses	15,632,398	23,120,467	16,710,191	22,942,061	24,230,363	21,452,911
24	Net Change		(2,764,407)	(41,191)	(3,701,988)	(263,672)	129,328
25	Ending Cash Balance	7,477,790	4,713,383	7,436,599	3,734,611	3,470,939	3,600,267

Noteworthy Changes from FY22 and Other Explanations

- Sales (row 7) is from the sale of water. The budget includes a rate increase of 4.6% effective 7/1/2023 as recommended in the water rate study.
- Fees Charges & fines (row 8) is from commercial water permit activity.
- Other Financial Resources (row 12) reflects proceeds from IEPA loans.
- Personnel (row 15): There are 17.13 employees in this fund 1 Water Billing Specialist, .75 Admin Secretary II, .25 Finance Manager, .25 GIS Specialist, 5 Maintenance Worker I, 2 Maintenance Worker II, 1 Manager, 1 Supervisor, 1 PW Technician, .25 Engineering Manager, 1 Staff Engineer, 1 Water Supply Specialist, 1 Permit Technician, .5 GIS Technician, .3 Management Analysis and 83 FTE Seasonal employees.
- Supplies (row 16) includes the purchase of water from the Dupage Water Commission.
- Professional Services (row 17) includes water tower inspections, backflow/cross connections control, water samples and leak detection.
- Other Contractual Services (row 18) includes large meter testing, water valve assessment, hydrant inspection and painting, and street/parkway restoration.
- Claims, Grant, & Debt (row 19) reflects debt payments, plus transfers for costs for fleet maintenance, equipment, and risk.
- Controlled Assets (row 20) and Capital Assets (row 21) are primarily for capital projects in the CIP.
- Other Financial Uses (row 22) is for Administrative Transfers. 2022 also includes a transfer of \$250,000 to the Municipal Buildings Fund to cover Water infrastructure for the new facility.
- **NOTE-Cash balances were built up to allow for cash funding of some Capital projects, which will be spent over the next few years.**

EQUIPMENT REPLACEMENT

Fund Type: Internal Service Fund
Fund Number: 530

Provides a systematic method of replacing equipment and leveling the costs of replacing such equipment

Description- This fund provides a dedicated funding source for equipment that is replaced on a routine basis. It allows for items to be replaced when warranted versus when funds are available. Village departments “pre-fund” for equipment purchases by making payments to this fund for equipment that they use. This fund is used to purchase vehicles, computer equipment and fire equipment.

Each year, the schedule of equipment to be replaced is assessed to determine if an item should be replaced or deferred to a future year. Vehicles and equipment budgeted to be purchased in FY 2023 total \$4,644,521, which includes vehicles that were budgeted and ordered in 2022 but due to supply chain issues, will not be delivered and paid for until 2023.

Recent History and Trends- The Village identified strategies to maximize the impact of equipment replacement. The Village has identified operating efficiencies and continues to improve by replacing equipment at the optimum point in its lifecycle to avoid unplanned down time of equipment that is being repaired and prevent maintenance costs from increasing due to labor and replacement parts.

The Village currently owns 14 Compressed Natural Gas (CNG) vehicles including two 5-ton snow plows and two 1-ton snow plows. The Village also owns 27 hybrid vehicles, with 2 of them being plug-in hybrids. Up to 20 hybrids will be purchased in 2023 as the Village moves to electrify more of the Fleet. These types of vehicles have a longer useful life than vehicles that run on conventional fuels alone, since they run cleaner and more efficiently. This also results in savings on maintenance. The Village also uses B20 Biodiesel, another alternative fuel, in all of its diesel vehicles.

Moving forward, the Village will continue to purchase alternative fuel/electric vehicles wherever practicable, monitor trends in computer hardware to find other opportunities for cost savings, and explore new avenues to increase efficiencies.



EQUIPMENT REPLACEMENT FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	1,985,642	3,495,278	3,495,278	4,487,139	2,132,618	1,630,849
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	2,714,458	1,650,001	1,670,001	2,245,000	2,312,351	2,381,721
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(509)	10,000	25,000	25,000	25,000	25,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	(4,263)	29,000	1,900,000	20,000	20,000	20,000
13	Total Revenue	2,709,686	1,689,001	3,595,001	2,290,000	2,357,351	2,426,721
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	266,496	464,550	201,830	829,690	400,620	413,850
21	Capital Assets	1,170,309	3,406,000	2,076,310	3,814,831	2,458,500	1,697,000
22	Other Financial Uses	956	325,000	325,000	-	-	-
23	Total Expenses	1,437,762	4,195,550	2,603,140	4,644,521	2,859,120	2,110,850
24	Net Change		(2,506,549)	991,861	(2,354,521)	(501,769)	315,871
25	Ending Cash Balance	3,495,278	988,729	4,487,139	2,132,618	1,630,849	1,946,720

Fiscal Year 2023 Adopted Budget

2021 represents the audited year end numbers determined on an accrual basis and consistent with the 2021 Annual Comprehensive Financial Report. Figures in every other fiscal year are presented on a cash basis.

Noteworthy Changes from 2022 and Other Explanations

- Fees, Charges & Fines (row 8) reflects charges to Village departments for their costs of equipment. 2023 includes additional transfers from the departments for items ordered in 2022 but due to supply chain issues, will not be received and paid for until 2023.
- Other Financial Resources (row 12) in 2022 reflects a transfer from the General Fund due to better than expected revenue performance. This will help fund the increasing costs in 2023 due to supply chain issues.
- Controlled Assets (row 20) and Capital Assets (row 21) reflects the equipment purchases. 2022 expenses are lower than normal due to supply chain issues.
- Other Financial Uses (row 22) in 2022 is for a transfer of PEG fees to the Municipal Buildings Fund.

FLEET SERVICES FUND

Fund Type: Internal Service Fund
Fund Number: 531

Accounts for the costs of maintaining and operating the Village's fleet

Description- The Village provides services that require the use of vehicles and equipment. From fire and police to watermain repairs, services cannot be provided without a well-maintained and efficient fleet. To ensure this occurs, Public Works operates a garage for vehicle and equipment maintenance and repair. The Public Works facility also has a fueling station with pumps for Bio-Diesel, unleaded gas, and Compressed Natural Gas (CNG).

The Village has a fleet of 183 vehicles and equipment. There are 7 employees in this fund (6.25 FTEs), a Fleet Services Manager, 5 Fleet Maintenance Technicians, and costs for an Administrative Secretary.

The primary revenue to this fund is from charges to Village departments for maintenance performed on their vehicles and equipment. The revenue budget is based on anticipated service requirements based on historical analysis.

Recent History and Trends- Past long-range planning processes identified several strategies for the Fleet Services fund.

Strategies identified:

- Increase Operating Efficiencies
- Continuous Improvement
- Culture of Lean
- Increase Use of Technology
- Capture Economy of Scale
- Enhance Revenues
- Reduce Net Operating Expenses

Fleet Operations staff have been proactive in developing and implementing innovative ideas aimed at maintaining and improving the fleet. Examples of these ideas include installing interior cab warming devices in snowplows to avoid idling in cold weather, installing a higher-capacity CNG station at Public Works to increase Village capacity for additional CNG vehicles, and heating of fleet operations with used motor oil. The Village has also installed solar heating panels on the side of the fleet facility, continued purchasing fuel-efficient vehicles as older vehicles are replaced, including the first 5-ton CNG snowplow in the Midwest.

The Village's conversion to alternative fuels has reduced costs. In addition, the Village has experienced a reduction in fuel usage since installation of DriveCam technology, a driver safety program, in all non-emergency vehicles.

In FY15, the Village outsourced its fleet parts management and inventory program to the NAPA vendor-managed inventory program, reducing headcount by .60 FTE and improving efficiencies in the Fleet Department.

The Village of Downers Grove has been selected as one of the top 50 Greenest Fleets in North America from 2013-2019. Each year the Government Green Fleet Award ranks the top 50 fleets for their dedicated use of alternative fuels and sustainable fleet practices. The Village also received the Green Fleet Leadership Award in 2018 from the Chicago Area Clean Cities Coalition in recognition of excellence in green fleet management for the most improved petroleum reduction.



FLEET SERVICES FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	442,493	840,154	840,154	443,919	380,783	371,903
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	58,087	48,000	55,500	56,500	61,500	66,500
8	Fees, Charges & Fines	2,221,872	1,819,001	1,819,001	2,286,728	2,355,330	2,425,986
9	Grants	-	-	-	-	-	-
10	Interest & Claims	204	100	200	200	200	200
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	86,000	-	-	-	-	-
13	Total Revenue	2,366,163	1,867,101	1,874,701	2,343,428	2,417,030	2,492,686
14	<u>Expenses</u>						
15	Personnel	584,237	797,269	607,626	711,975	726,243	740,939
16	Supplies	792,672	902,575	1,068,995	1,054,960	1,054,960	1,054,960
17	Professional Services	68,571	74,566	75,011	101,330	101,360	101,330
18	Other Contractual Services	253,343	306,990	311,240	337,440	337,440	337,440
19	Claims, Grants, & Debt	32,085	46,238	46,238	51,483	53,027	54,619
20	Controlled Assets	36,175	31,400	45,000	32,550	32,550	32,550
21	Capital Assets	21,173	-	-	-	-	-
22	Other Financial Uses	116,832	116,826	116,826	116,826	120,330	123,940
23	Total Expenses	1,905,087	2,275,864	2,270,936	2,406,564	2,425,910	2,445,778
24	Net Change		(408,763)	(396,235)	(63,136)	(8,880)	46,908
25	Ending Cash Balance	840,154	431,391	443,919	380,783	371,903	418,811

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from 2021 and Other Explanations

- Sales (row 7) reflects monies received from other government agencies for the joint purchasing of fuel.
- Fees, Charges & Fines (row 8) reflects charges to Village departments for their costs of vehicle maintenance.
- Personnel Costs (row 15) 1 Fleet Manager, 5 Fleet Maintenance Technicians, and .25 Administrative Secretary II.
- Supplies (row 16): Included in this line item is the cost of fuel.
- Professional Services (row 17) includes a management fee for the vendor managed inventory contract.
- Other Contractual Services (row 18) includes costs for outside labor for vehicle repair, and operational costs for the vendor managed inventory contract.
- Claims, Grants, & Debt (row 19) includes workers compensation costs.
- Controlled Assets (row 20) includes costs for maintenance of the fuel island.



RISK MANAGEMENT FUND

Fund Type: Internal Service Fund
Fund Number: 562

Accounts for all financial activity related to the Village's Risk Management program

Description– The Risk Management Fund accounts for financial activity related to the Village's workers' compensation and liability insurance program, management of all Village liability claims, and employee safety training programs.

The Village is self-insured for health insurance and risk. This means that it pays for claims (healthcare costs, workers compensation claims and other liabilities) on a cash basis, rather than by paying premiums to an insurance company. The Village sets aside money each year to pay for claims.

Recent History and Trends– The Village has taken steps to enhance employee safety and training while simultaneously reducing the cost of claims. These actions include:

- The creation of a risk-reduction program as a strategy for reducing personnel expenses
- Reduced claims frequency which led to a reduction in the annual service fee from claims processor
- Conducted a loss-control audit of Village departments
- Created an employee safety plan & program
- Implemented a variety of training programs
- Developed Village-wide risk management plan
- Established the Internal Risk Management Strategy team
- Established an On-Base Risk Management Filing Database
- Drafted Public Works Safety Manual

Long Range Plan– To develop and implement enterprise risk management strategies to enhance our existing risk and safety programs which will reduce the cost of risks.

Future Actions-

- Enhance the Village's medical treatment program
- Implement Risk Assessment practices and mitigation strategies
- Enhance the Village's Safety Program
- Continue to implement Village-wide training programs



RISK MANAGEMENT FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	3,734,999	3,243,742	3,243,742	4,411,582	2,883,188	1,756,967
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	742,000	1,400,000	1,400,000	1,850,000	1,905,499	1,962,663
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(16,640)	10,000	20,000	15,000	15,000	15,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	1,900,000	-	-	-
13	Total Revenue	725,360	1,410,000	3,320,000	1,865,000	1,920,499	1,977,663
14	<u>Expenses</u>						
15	Personnel	(21,334)	150,209	-	127,744	130,870	134,091
16	Supplies	-	200	200	1,200	1,200	1,200
17	Professional Services	72,328	100,700	100,700	104,450	104,650	104,850
18	Other Contractual Services	759,123	901,000	901,000	1,000,000	1,000,000	1,000,000
19	Claims, Grants, & Debt	191,038	1,150,260	1,150,260	2,160,000	1,810,000	1,560,000
20	Controlled Assets	9,527	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	1,010,683	2,302,369	2,152,160	3,393,394	3,046,720	2,800,141
24	Net Change		(892,369)	1,167,840	(1,528,394)	(1,126,221)	(822,478)
25	Ending Cash Balance	3,243,742	2,351,373	4,411,582	2,883,188	1,756,967	934,489

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from 2022 and Other Explanations

- Fees, Charges and Fines (row 8) reflects charges to Village departments which can fluctuate due to workers compensation claims. In 2021 the transfer from the Risk Fund was reduced by \$1.0 million due to better than expected performance in recent years. In 2022 \$1.9 million was transferred from the General Fund in anticipation of higher claims in upcoming years.
- Personnel Expenses (row 15) A Risk Manager has been budgeted in 2023. This position was vacant in 2022.
- Professional Services (row 17) includes fees for the risk broker, third party claims administrator, and costs for appraisals and assessments.
- Other Contractual Services (row 18) in the 2022 Budget includes premiums for insurance coverage (\$900,000), DriveCam monitoring fee (\$70,000) and funds to be used by the Accident Review Team for safety (\$30,000).
- Claims, Grants & Debt (row 19) Since the Village is self-insured, claims fluctuate based on accident history.

HEALTH INSURANCE FUND

Fund Type: Internal Service Fund
Fund Number: 563

Accounts for all financial activity related to the Village-administered health plan for employees and participating partner agencies

Description- The Health Insurance Fund accounts for financial activity related to the Village's self-insured medical, dental, vision and life insurance plans. Claims and program administration is managed through a combination of internal staff and contractual support. The Village provides coverage for the following entities in addition to eligible Village employees and retirees:

- Downers Grove Public Library
- Downers Grove Park District
- Economic Development Corporation

Long-Range Plan- Recent activity and future plans in this fund relate directly to the following General Fund LRP strategies:

- Reduce personnel expenses
- Partner with others

The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Health insurance costs represent a significant personnel expense which, if not effectively managed, will continue to grow at the industry trend of 6-7% per year.

Strategies identified:

- Initiate and maintain an interdepartmental and inter-agency focus on improving employee well-being and driving down costs related to health insurance expenses.

Actions taken:

- Converted to Blue Cross Blue Shield (BCBS) as the Village's health provider network in 2011
- Renewed BCBS as the Village's Health Provider Network
- Created employee wellness initiative in 2012
- Implemented a fully insured program for retirees over 65 in 2014 which reduced GASB 45 liability by 40%
- Created employee tiered premium structure in 2014
- Implemented BCBS Benefits Value Advisor program which assists employees and their family with health care decision-making to help improve quality of care and achieve cost savings
- Added Virtual Visits to the plan, as a low cost option for simple non-emergency medical and behavioral conditions that can be addressed via telephone, online video or mobile app
- Created an OPEB Trust

Future actions:

- Continue to work with health insurance consultant on wellness initiatives
- Monitor for changes to the Affordable Care Act
- Build on partnerships to achieve strategies

Health Plan Increase Over the Past 10 Years
Price Waterhouse Coopers Medical Trend Survey-84.88%
Village of Downers Grove-**26.63%**

HEALTH INSURANCE FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Cash Balance	3,344,461	3,429,122	3,429,122	3,249,571	2,987,381	2,554,772
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	2,137,386	2,560,100	2,305,098	2,400,000	2,472,000	2,546,160
8	Fees, Charges & Fines	5,817,822	5,888,564	5,732,340	6,356,493	6,375,418	6,394,911
9	Grants	-	-	-	-	-	-
10	Interest & Claims	(5,299)	30,000	32,000	32,000	32,960	33,949
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	7,949,909	8,478,664	8,069,438	8,788,493	8,880,378	8,975,019
14	Expenses						
15	Personnel	38,219	46,627	-	42,256	43,251	44,275
16	Supplies	425	-	-	500	500	500
17	Professional Services	446,176	508,988	511,040	528,127	543,911	560,168
18	Other Contractual Services	1,271,439	1,258,511	1,315,435	1,306,572	1,345,769	1,386,142
19	Claims, Grants, & Debt	5,707,500	6,558,458	6,042,111	6,792,825	6,996,740	7,206,568
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	380,400	380,403	380,403	380,403	382,816	385,300
23	Total Expenses	7,844,160	8,752,987	8,248,989	9,050,683	9,312,987	9,582,953
24	Net Change		(274,323)	(179,551)	(262,190)	(432,609)	(607,933)
25	Ending Cash Balance	3,429,122	3,154,799	3,249,571	2,987,381	2,554,772	1,946,838

Noteworthy Changes from 2022 and Other Explanations

- Sales (row 7) reflects employee portion of premium plus payments from the Library, Park District, and EDC.
- Fees, Charges & Fines (row 8) reflects employer (the Village of Downers Grove) contribution for employee health premiums.
- Personnel (row 15) reflects half the costs of the HR Generalist in the Human Resources Department.
- Professional Services (row 17) primarily includes costs for the plan administration, the health insurance consultant, Employee Assistance Program (EAP), and the wellness initiative.
- Other Contractual Services (row 18) is for premiums for stop-loss coverage, Life, LTD and AD&D and Vision.
- Claims, Grants, & Debt (row 19) reflects claims paid by the Village's self-insured plan through the Blue Cross Blue Shield network and for dental claims through Delta Dental.
- Other Financial Uses (line 22) include Administrative Transfers and contributions to the OPEB Trust for \$300,000.



**BlueCross BlueShield
of Illinois**

POLICE PENSION FUND

Fund Type: Trust & Agency Fund
Fund Number: 651

A designated trust fund for the safe-keeping and operations of the local Police Pension system

Description- Sworn police officers participate in the Police Pension Plan. The plan provides retirement benefits as well as death and disability benefits. It is a single-employer defined benefit plan whose benefits and employee and employer contribution levels are mandated by the State of Illinois.

As of the 2021 audit, the Police Pension Plan has \$71.2 million in net assets and was 51.2% funded. Pensions are funded by employees contributions of 9.91% of pay, earnings on fund investments, and the Village contribution based upon actuarial tax levy estimates from an independent actuary through a property tax levy. The Village contributes 100% of the required contribution each year.

The fund is administered by a separate Police pension board, composed of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer of the Village is an ex-officio member.

In December of 2019, Governor Pritzker signed a bill to consolidate the assets of the state's public safety pension funds into two consolidated investment funds, one for police officers, and one for firefighters with the goal of improving investment returns, and eliminating unnecessary and redundant administrative costs. The transfer of assets for the Police Pension fund into these new funds took place on September 1, 2022.

Long-Range Plan- Previous long-range planning sessions identified reducing personnel expenses as a high priority. The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Personnel expenses comprise 73% of the General Fund budget.
- The Village is unable to adjust the benefit levels of this plan, as levels are mandated by the state.

Strategies identified:

- Maintain health of fund by complying with state law
- Continue to monitor staffing levels

Actions taken:

- Sworn officers have been reduced from 81 in 2008 to 71 in 2023.



POLICE PENSION FUND

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Fund Balance	64,207,274	71,136,682	71,136,682	67,011,364	67,530,794	68,130,144
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	50	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	1,443,697	1,150,000	1,150,000	1,000,000	1,000,000	1,000,000
11	Contributions	4,784,983	5,690,964	5,689,122	5,736,830	5,766,750	5,964,154
12	Other Financial Resources	6,856,096	5,200,000	(4,500,000)	1,000,000	1,500,000	1,500,000
13	Total Revenue	13,084,825	12,040,964	2,339,122	7,736,830	8,266,750	8,464,154
14	<u>Expenses</u>						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	100	100	100	100	100
17	Professional Services	178,253	194,800	151,572	87,300	87,300	87,300
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	5,977,164	6,710,000	6,312,768	7,130,000	7,580,000	8,050,000
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	6,155,417	6,904,900	6,464,440	7,217,400	7,667,400	8,137,400
24	Net Change	6,929,408	5,136,064	(4,125,318)	519,430	599,350	326,754
25	Ending Fund Balance	71,136,682	76,272,746	67,011,364	67,530,794	68,130,144	68,456,898

Noteworthy Changes from 2022 and Other Explanations

- Interest & Claims (row 10) reflects earnings of the pension fund.
- Contributions (row 11) reflects contributions of employees (\$725,000 in 2023) and the Village (\$5,012,000 in 2023).
- Other Financial Resources (row 12) reflects investment performance on plan assets. Anticipated ongoing market volatility, inflation and fears of economic recession are negatively impacting investment returns.
- Professional Services (row 17) is for the fund's actuary, attorney, accountants, and bank fees for plan assets. Due to the state consolidation, starting in 2023 investment manager fees are eliminated.
- Claims Grants & Debt (row 19) is pension payments to retirees.



FIRE PENSION FUND

Fund Type: Trust & Agency Fund
Fund Number: 652

A designated trust fund for the safe-keeping and operations of the local Fire Pension system

Description- Sworn fire personnel participate in the Fire Pension Plan. The plan provides retirement benefits as well as death and disability benefits. It is a single-employer defined benefit plan whose benefits and employee and employer contribution levels are mandated by the State of Illinois.

As of the 2021 audit, the Fire Pension Plan has \$77.4 million in assets and was 55.2% funded. Pensions are funded by employee contributions of 9.46% of pay, earnings on fund investments, and the Village contribution based upon actuarial tax levy estimates from an independent actuary through a property tax levy. The Village contributes 100% of the required contribution each year.

The fund is administered by a separate Fire pension board, composed of two active members, one retired member, two appointees of the Mayor, and the Treasurer of the Village is an ex-officio member.

In December of 2019, Governor Pritzker signed a bill to consolidate the assets of the state's public safety pension funds into two consolidated investment funds, one for police officers, and one for firefighters with the goal of improving investment returns, and eliminating unnecessary and redundant administrative costs. The transfer of assets for the Fire Pension fund into these new funds took place on January 2, 2022.

Long-Range Plan- Previous long-range planning sessions identified reducing personnel expenses as a high priority. The following describes how specific strategies and actions have improved results related to the issues as they apply to this fund.

Issues identified:

- Personnel expenses comprise 73% of the General Fund budget
- The Village is unable to adjust the benefit levels of this plan, as benefit levels are mandated by the state

Strategies identified:

- Maintain health of fund by complying with state law
- Continue to monitor staffing levels

Actions taken:

- Sworn personnel has been reduced from 83 in 2008 to 77 in 2023.



FIRE PENSION FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	68,459,405	77,411,034	77,411,034	68,021,273	68,464,499	68,865,249
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	1,253,484	900,000	900,000	900,000	900,000	900,000
11	Contributions	5,545,421	5,603,198	5,600,855	5,192,226	5,699,750	5,852,152
12	Other Financial Resources	7,811,722	5,000,000	(10,000,000)	1,000,000	1,000,000	1,500,000
13	Total Revenue	14,610,627	11,503,198	(3,499,145)	7,092,226	7,599,750	8,252,152
14	<u>Expenses</u>						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	156,363	168,676	79,043	79,000	79,000	79,000
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	5,502,635	6,457,215	5,811,573	6,570,000	7,120,000	7,670,000
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	5,658,998	6,625,891	5,890,616	6,649,000	7,199,000	7,749,000
24	Net Change	8,951,629	4,877,307	(9,389,761)	443,226	400,750	503,152
25	Ending Fund Balance	77,411,034	82,288,341	68,021,273	68,464,499	68,865,249	69,368,401

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from FY22 and Other Explanations

- Interest & Claims (row 10) reflects earnings of the pension fund.
- Contributions (row 11) reflects contributions of employees (\$725,000 in 2023) and the Village (\$4,467,000 in 2023).
- Other Financial Resources (row 12) reflects investment performance on plan assets. Anticipated ongoing market volatility, inflation and fears of economic recession are negatively impacting investment returns.
- Professional Services (row 17) is for the fund's actuary, attorney, accountants, and bank fees for plan assets. Due to the state consolidation, in 2022 investment manager fees were reduced and eliminated by 2023.
- Claims Grants & Debt (row 19) is pension payments to retirees.



OPEB TRUST FUND

Fund Type: Trust & Agency Fund
Fund Number: 653

A designated trust fund for the safe-keeping and administration of OPEB assets

Description– An OPEB (Other Post Employment Benefits) Trust was set up in 2019. The purpose of the trust is to prefund the Village's obligations for postemployment benefits for health insurance. The benefits of a trust fund are:

- Prefunding should reduce the long term costs of the benefits by harnessing investment returns to help pay for benefits
- Trust funds are viewed favorably by ratings agencies

Recent History– The Village's OPEB liability was discussed during long range planning in 2017 and was a Priority Action Item for 2018, with \$300,000 earmarked in the 2018 budget for this purpose. An OPEB Internal Service Fund was created in 2018 and the Trust was created in 2019. This fund will be used to cover the costs of providing required health benefits to retirees including the accrued unfunded liability. The \$300,000 contribution is coming from the Health Fund.

The plan to address the OPEB unfunded liability consists of three key components:

- **Benefits Design** - The Village should design and maintain a retiree health benefit program which reduces the Village's cost of providing the benefits.
- **Funding** - The Village should provide annual funding to reduce the unfunded liability over time.
- **Asset Management** - The Village should invest the money in the OPEB fund to maximize the long term return on these assets, reducing the Village's annual contributions.



OPEB TRUST FUND

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	1,040,208	1,477,236	1,477,236	1,572,236	2,017,236	2,462,236
3	<u>Revenue</u>						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	26,530	15,000	45,000	45,000	45,000	45,000
11	Contributions	300,000	300,000	300,000	300,000	300,000	300,000
12	Other Financial Resources	110,497	100,000	(250,000)	100,000	100,000	100,000
13	Total Revenue	437,028	415,000	95,000	445,000	445,000	445,000
14	<u>Expenses</u>						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	-	-	-	-	-	-
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	-	-	-	-	-	-
24	Net Change	437,028	415,000	95,000	445,000	445,000	445,000
25	Ending Fund Balance	1,477,236	1,892,236	1,572,236	2,017,236	2,462,236	2,907,236

Fiscal Year 2023 Adopted Budget

Noteworthy Changes from FY22 and Other Explanations

- The Trust was created in 2019 and the \$300,000 contribution (row 11) comes from the Health Fund.
- Other Financial Resources (row 12) reflects investment performance on plan assets. Anticipated ongoing market volatility, inflation and fears of economic recession are negatively impacting investment returns.

LIBRARY

Fund Type: Component Unit
Fund Number 805



*To account for the financial activity of
the Downers Grove Public Library*

Description: This fund accounts for all of the revenue and expenditures related to the operation of the Downers Grove Public Library. The fund is approved by the Board of Library Trustees and incorporated into the overall Village Budget, even though the Village Council has no statutory authority to direct the use of the resources of this fund.

Recent History and Trends: In 2022, the library tax rate decreased for the sixth straight year. Use of the Downers Grove Public Library is returning to pre-pandemic levels in areas such as circulation, study rooms, visits, and Summer Reading Club participation. State and Federal grants helped with the recovery from the COVID-19 pandemic. These grants reimbursed the library over \$42,000 for personal protective equipment (PPE) and supplies and provided over \$54,000 for improvements to the library's wireless network and the addition of laptop kits. The kits, installed with Microsoft Office and Adobe software and accompanying wireless hotspots, ensure that technology is available to everyone with a library card, including restricted cardholders for use 24/7. Public safety staffing changes made in 2022 continue to address patron conduct issues in the library. The library received recognition and awards for its equity, diversity, and inclusion work, including the *Library Journal* 2022 Movers and Shakers award to Public Relations Manager Cindy Khatri and Adult & Teen Services Assistant Manager Van McGary and articles in *Library Journal* and the Illinois Library Association's *ILA Reporter*.

Long Range Plans: An Equity Strategic Plan was approved in April 2022. A full strategic planning process will be undertaken in late 2022 into 2023, with the Equity Strategic Plan incorporated into the full plan. The Capital Needs Assessment 2017-2027 and Financial Management Plan 2018 guide capital projects and budget priorities. All are available at dglibrary.org/transparency

1		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
2	Beginning Fund Balance	1,469,752	1,399,279	1,399,279	1,178,665	581,632	78,602
3	Revenue						
4	Local Taxes	5,599,101	5,862,539	5,869,705	5,921,163	6,217,216	6,528,073
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	111,587	60,000	130,000	130,000	136,500	143,325
7	Sales	1,687	2,000	2,000	2,000	2,100	2,205
8	Fees, Charges & Fines	57,552	28,500	27,500	28,500	29,925	31,421
9	Grants	113,178	72,589	74,567	74,114	74,114	74,114
10	Interest & Claims	198	2,500	200	500	525	551
11	Contributions	9,500	5,000	5,000	5,000	5,000	5,000
12	Other Financial Resources	-	-	-	-	-	-
13	Total Revenue	5,892,801	6,033,128	6,108,972	6,161,277	6,465,380	6,784,689
14	Expenses						
15	Personnel	4,109,547	4,388,335	4,129,313	4,559,305	4,696,084	4,836,967
16	Supplies	127,379	160,400	151,696	148,875	153,341	157,941
17	Professional Services	264,200	316,045	310,495	371,600	382,748	394,230
18	Other Contractual Services	290,429	315,950	274,335	331,980	341,939	352,198
19	Claims, Grants, & Debt	116	6,500	11,600	6,700	6,901	7,108
20	Controlled Assets	100,931	58,000	57,420	58,000	59,740	61,532
21	Capital Assets	720,672	859,650	894,727	914,350	941,781	970,034
22	Other Financial Uses	350,000	350,000	500,000	367,500	385,875	405,169
23	Total Expenses	5,963,274	6,454,880	6,329,586	6,758,310	6,968,410	7,185,179
24	Net Change	(70,473)	(421,752)	(220,614)	(597,033)	(503,030)	(400,490)
25	Ending Fund Balance	1,399,279	977,527	1,178,665	581,632	78,602	(321,888)

Noteworthy Changes: The annual transfer from the Library Fund to Library Capital Replacement Fund, in support of future capital needs identified in the Capital Assessment Report and based on the Financial Management Plan, increased 5% to \$367,500.

LIBRARY CAPITAL REPLACEMENT FUND

Fund Type: Component Unit
Fund Number 821

*To provide for the financial needs of
the Library's Capital Projects*

Description: This fund is established under 75 ILCS 5/5-8 for the purpose of setting apart and providing monies for a library's capital needs or emergency expenditures. It is funded by transfers from the Library Fund. The fund is approved by the Board of Library Trustees and incorporated into the overall Village Budget, even though the Village Board has no statutory authority to direct the use of the resources of this fund.

Recent History and Trends: The Board of Library Trustees has a precedent of long range planning for capital needs without incurring debt, as demonstrated by projects addressing capital needs completed 2018 to present. The Capital Needs Assessment 2017-2027 identified and prioritized the library's replacement and capital needs for 10 years. Renovation of Access, Children's, and Maintenance staff workrooms not listed in the Capital Needs Assessment 2017-2027, is anticipated to begin in late 2022, while maintaining the target fund balance to complete all planned capital projects. The 2022 fund transfer was higher than budgeted to utilize Library Fund balance for the renovation project. Elevator modernization and replacement of VAV boxes were completed in 2022.

Long Range Plans: The Capital Needs Assessment 2017-2027 and Financial Management Plan 2018 are the basis of the spending plan for this Fund. They provide a framework by which the Board of Library Trustees sets aside funds to reinvest in its facility to meet long-term capital needs without incurring debt. All are available at dglibrary.org/transparency.

		FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
1							
2	Beginning Fund Balance	1,013,871	614,948	614,948	705,848	471,448	493,023
3	Revenue						
4	Local Taxes	-	-	-	-	-	-
5	License & Permit Revenues	-	-	-	-	-	-
6	Intergovernmental Revenues	-	-	-	-	-	-
7	Sales	-	-	-	-	-	-
8	Fees, Charges & Fines	-	-	-	-	-	-
9	Grants	-	-	-	-	-	-
10	Interest & Claims	280	10,000	2,500	10,000	10,000	10,000
11	Contributions	-	-	-	-	-	-
12	Other Financial Resources	350,000	350,000	500,000	367,500	385,875	405,169
13	Total Revenue	350,280	360,000	502,500	377,500	395,875	415,169
14	Expenses						
15	Personnel	-	-	-	-	-	-
16	Supplies	-	-	-	-	-	-
17	Professional Services	-	-	-	-	-	-
18	Other Contractual Services	-	-	-	-	-	-
19	Claims, Grants, & Debt	-	-	-	-	-	-
20	Controlled Assets	-	-	-	-	-	-
21	Capital Assets	749,203	411,600	411,600	611,900	374,300	398,300
22	Other Financial Uses	-	-	-	-	-	-
23	Total Expenses	749,203	411,600	411,600	611,900	374,300	398,300
24	Net Change	(398,923)	(51,600)	90,900	(234,400)	21,575	16,869
25	Ending Fund Balance	614,948	563,348	705,848	471,448	493,023	509,892

Noteworthy Changes: The staff workroom renovation project planned for 2022 will extend into 2023. This project was not listed in the Capital Needs Assessment 2017-2027 and is funded utilizing savings from projects completed 2018-2021 and Library Fund balance.

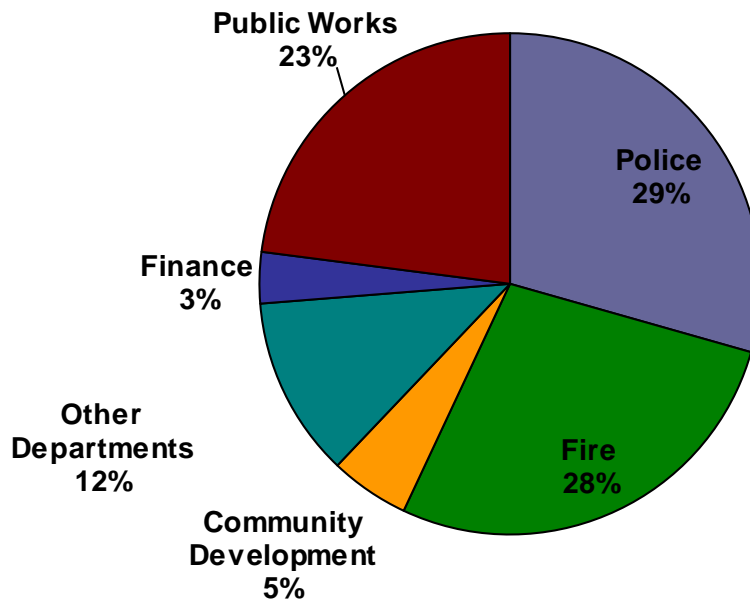
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DEPARTMENT SUMMARIES

GENERAL FUND DEPARTMENTS:
BUILDING SERVICES DIVISION
COMMUNICATIONS DEPARTMENT
COMMUNITY DEVELOPMENT DEPARTMENT
FINANCE DEPARTMENT
FIRE DEPARTMENT
HUMAN RESOURCES DEPARTMENT
INFORMATION TECHNOLOGY DEPARTMENT
LEGAL DEPARTMENT
OTHER GENERAL FUND EXPENSES
POLICE DEPARTMENT
PUBLIC WORKS DEPARTMENT
VILLAGE CLERK'S OFFICE
VILLAGE MANAGER'S OFFICE

PERSONNEL SUMMARY

2023 Village Staffing by Department



Departmental Staffing Summary - FY2021 to FY2023

Full-Time Equivalent (FTE)

Position Title	2021	2022	2023	Change
Clerk's Office (Clerk)	2.00	2.00	2.00	-
Manager's Office (VMO)	5.50	6.00	7.00	1.00
Legal Dept.	4.00	4.50	4.00	(0.50)
Building Services Division	7.00	7.00	7.00	-
Human Resources Dept	3.00	3.50	3.00	(0.50)
Information Technology Dept	8.00	8.25	8.25	-
Finance Dept	10.00	9.00	10.00	1.00
Public Works Dept	69.25	68.50	69.50	1.00
Community Development Dept	15.50	15.50	15.50	-
Police Dept	91.60	92.60	89.00	(3.60)
Fire Dept	83.50	83.50	83.50	-
Communications Dept	4.00	4.00	4.00	-
Total	303.35	304.35	302.75	(1.60)

PERSONNEL SUMMARY

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Department	Position Title	2021	2022	2023	Change
Clerk's Office	Village Clerk	1.00	1.00	1.00	-
	Deputy Village Clerk	1.00	1.00	1.00	-
	Total: Clerk's Office	2.00	2.00	2.00	-
Manager's Office	Village Manager	1.00	1.00	1.00	-
	Deputy Village Manager	1.00	1.00	1.00	-
	Emergency Management Coordinator	1.00	1.00	1.00	-
	Assistant to the Village Manager	1.00	-	-	-
	Management Analyst	1.00	2.00	2.00	-
	Social Worker	-	1.00	1.00	-
	Administrative Secretary I	0.50	-	-	-
	ERP Systems Analyst	-	-	1.00	1.00
	Total: Manager's Office	5.50	6.00	7.00	1.00
Legal	Village Attorney	1.00	1.00	1.00	-
	Asst Village Attorney	1.00	1.00	1.00	-
	Risk Manager	1.00	1.00	1.00	-
	Management Analyst - HR/Risk	-	0.50	-	(0.50)
	Legal Secretary	1.00	1.00	1.00	-
	Total: Legal Department	4.00	4.50	4.00	(0.50)
Building Services	Building Services Manager	0.75	0.75	0.75	-
	Building Maintenance Technician II	1.00	1.00	1.00	-
	Building Maintenance Technician I	1.00	1.00	1.00	-
	Building Maintenance Worker II	1.00	1.00	1.00	-
	Building Maintenance Worker I	3.00	3.00	3.00	-
	Seasonal - Maintenance	0.25	0.25	0.25	-
	Total: Building Services	7.00	7.00	7.00	-
Human Resources	Human Resources Director	1.00	1.00	1.00	-
	Assistant Human Resources Director	1.00	-	-	-
	Payroll/Benefits Coordinator	-	1.00	-	(1.00)
	Management Analyst - HR/Risk	-	0.50	-	(0.50)
	HR Generalist - HR/Risk	-	-	1.00	1.00
	Administrative Secretary I	1.00	-	-	-
	Administrative Secretary II	-	1.00	1.00	-
	Total: Human Resources	3.00	3.50	3.00	(0.50)
Information Technology	Information Technology Director	1.00	1.00	1.00	-
	Asst. Information Technology Dir.	1.00	1.00	1.00	-
	Systems Administrator	1.00	1.00	1.00	-
	Public Safety Systems Administrator II	1.00	1.00	1.00	-
	IT Innovation Manager	1.00	1.00	1.00	-
	GIS Specialist	1.50	1.00	1.00	-
	GIS Technician	1.00	2.00	2.00	-
	IT Intern	0.25	0.25	0.25	-
	GIS Intern	0.25	-	-	-
	Total: Information Technology	8.00	8.25	8.25	-

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

PERSONNEL SUMMARY

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Department	Position Title	2021	2022	2023	Change
Finance	Finance Director	1.00	1.00	1.00	-
	Assistant Finance Director	1.00	1.00	1.00	-
	Finance Manager	1.00	1.00	1.00	-
	Grants Coordinator	1.00	1.00	1.00	-
	Accountant	1.00	1.00	1.00	-
	Payroll Specialist	1.00	-	1.00	1.00
	Water Billing Specialist	1.00	1.00	1.00	-
	Accounting Specialist I	2.00	2.00	2.00	-
	Cashier	1.00	1.00	1.00	-
	Total: Finance	10.00	9.00	10.00	1.00
Public Works	Public Works Director	1.00	1.00	1.00	-
	Assistant Public Works Director	2.00	2.00	2.00	-
	Streets Superintendent	-	1.00	1.00	-
	Transportation Manager	1.00	1.00	1.00	-
	Engineer Manager	2.00	2.00	2.00	-
	Stormwater Administrator	1.25	1.00	1.00	-
	Fleet Services Manager	1.00	1.00	1.00	-
	Village Forester	1.00	1.00	1.00	-
	Street Division Manager	2.00	1.00	1.00	-
	Water Manager	1.00	1.00	1.00	-
	Water Supervisor	1.00	1.00	1.00	-
	Staff Engineer II	4.00	3.00	3.00	-
	Staff Engineer I	1.00	2.00	2.00	-
	Public Services Coordinator	1.00	-	-	-
	Pavement Supervisor	-	1.00	1.00	-
	Administrative Assistant	1.00	1.00	1.00	-
	Management Intern	0.50	-	-	-
	Administrative Secretary II	2.00	2.00	2.00	-
	Seasonal - Engineering	1.00	1.00	1.00	-
	Seasonal - Field	2.00	2.00	2.00	-
	Public Works Technician	4.00	4.00	4.00	-
	Maintenance Worker II	8.00	8.00	8.00	-
	CAD Technician	1.00	1.00	1.00	-
	Assistant Village Forester	1.00	1.00	1.00	-
	Fleet Maintenance Technician	5.00	5.00	5.00	-
	Maintenance Worker I	19.00	19.00	19.00	-
	Water Production Specialist	1.00	1.00	1.00	-
	Materials Coordinator	1.00	1.00	1.00	-
	Public Works Technician - AMR	1.00	1.00	1.00	-
	Public Service Specialist	2.50	2.50	2.50	-
	Management Analyst	-	-	1.00	1.00
	Total: Public Works	69.25	68.50	69.50	1.00

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

PERSONNEL SUMMARY

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Department	Position Title	2021	2022	2023	Change
Community Development	Community Development Director	1.00	1.00	1.00	-
	Building Division Manager	1.00	1.00	1.00	-
	Planning Manager	1.00	1.00	1.00	-
	Senior Project Manager	-	1.00	1.00	-
	Project Manager	2.00	1.00	1.00	-
	Development Engineer	2.00	2.00	2.00	-
	Senior Planner	-	1.00	1.00	-
	Planner	2.00	1.00	1.00	-
	Inspector	1.50	1.50	1.50	-
	Code Compliance Officer	2.00	2.00	2.00	-
	Administrative Assistant	1.00	1.00	1.00	-
	Administrative Secretary II	2.00	2.00	2.00	-
	Total: Community Development	15.50	15.50	15.50	-
Police	Police Chief	1.00	1.00	1.00	-
	Deputy Police Chief - Support Services	1.00	1.00	1.00	-
	Deputy Police Chief - Operations	1.00	1.00	1.00	-
	Police Lieutenant	3.00	3.00	3.00	-
	Police Sergeant	10.00	10.00	10.00	-
	Support Services Manager	1.00	1.00	1.00	-
	Police Services Technician	-	1.00	1.00	-
	Training Coordinator	1.00	1.00	1.00	-
	Records Supervisor	1.00	1.00	1.00	-
	Admin Spec/Purchasing Supervisor	1.00	1.00	1.00	-
	Management Analyst-Records	1.00	1.00	1.00	-
	Public Education Specialist	1.00	1.00	1.00	-
	CSO Supervisor	1.00	1.00	1.00	-
	Case Records Specialist	1.00	1.00	1.00	-
	Court/Property Control Officer	1.00	1.00	1.00	-
	Administrative Secretary II	1.00	1.00	1.00	-
	CSO II	2.00	2.00	2.00	-
	Investigative Aide	1.00	1.00	1.00	-
	Records Specialist	3.00	3.00	3.00	-
	CSO I	1.00	1.00	1.00	-
	Crossing Guard	3.60	3.60	-	(3.60)
	Police Officer	55.00	55.00	55.00	-
	Total: Police	91.60	92.60	89.00	(3.60)

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

PERSONNEL SUMMARY

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Department	Position Title	2021	2022	2023	Change
Fire	Fire Chief	1.00	1.00	1.00	-
	Deputy Fire Chief - Operations	1.00	1.00	1.00	-
	Deputy Fire Chief - Administration	1.00	1.00	1.00	-
	Battalion Chief	3.00	3.00	3.00	-
	Battalion Chief-Training & Safety	1.00	1.00	1.00	-
	Division Chief-Fire Prevention	1.00	1.00	1.00	-
	Asst. to Chief Community Education	1.00	1.00	1.00	-
	Fire Inspector/Plan Reviewer	1.00	1.00	1.00	-
	Fire Inspector	0.50	0.50	0.50	-
	Administrative Secretary II	3.00	3.00	3.00	-
	Fire Lieutenant	12.00	12.00	12.00	-
	Firefighter-Paramedic	56.00	58.00	58.00	-
	Firefighter	2.00	-	-	-
	Total: Fire	83.50	83.50	83.50	-
Communications	Communications Director	1.00	1.00	1.00	-
	Production Coordinator	2.00	2.00	2.00	-
	Public Relations Specialist	1.00	1.00	1.00	-
	Total: Communications	4.00	4.00	4.00	-
	Total Village Staffing	303.35	304.35	302.75	(1.60)

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

PERSONNEL SUMMARY

Staffing Plan: Full-Time Equivalent (FTE) Positions for All Funds

Fund	Position	2021	2022	2023
Capital	GIS Specialist	0.25	0.25	0.25
Projects	Administrative Assistant	0.50	0.50	0.50
Fund (220)	Engineering Manager	0.25	0.25	0.25
	PW Technician-Engineering	1.00	1.00	1.00
	PW Seasonal - Engineering	0.33	0.33	0.33
	Staff Engineer II	1.50	1.50	1.50
	PW Management Analyst	-	-	0.33
	Subtotal	3.83	3.83	4.16
Stormwater	Maint. Wkr. I	5.00	5.00	5.00
Fund (443)	Maint. Wkr. II	2.00	2.00	2.00
	PW Technician	1.00	1.00	1.00
	GIS Technician	0.50	0.50	0.50
	Engineering Manager	0.50	0.50	0.50
	Stormwater Administrator	1.25	1.00	1.00
	PW Manager	-	1.00	1.00
	PW Seasonal - Engineering	0.34	0.28	0.28
	Staff Engineer I	1.00	2.00	2.00
	Staff Engineer II	1.00	-	-
	PW Management Analyst	-	-	0.33
	Subtotal	12.59	13.28	13.61
Parking	CSO I	1.00	1.00	1.00
Fund (471)	CSO II	1.50	1.50	1.50
	Subtotal	2.50	2.50	2.50
Water	Water Billing Specialist	1.00	1.00	1.00
Fund (481)	Admin Secretary II	0.75	0.75	0.75
	Finance Manager	0.25	0.25	0.25
	GIS Technician	0.50	0.50	0.50
	GIS Specialist	0.25	0.25	0.25
	Engineering Manager	-	0.50	0.50
	Customer Service Specialist	-	-	-
	PW Technician	1.00	1.00	1.00
	Maint. Wkr. I	5.00	5.00	5.00
	Maint. Wkr. II	2.00	2.00	2.00
	Manager, PW Water Supply	1.00	1.00	1.00
	Water Supervisor	1.00	1.00	1.00
	PW Seasonal	0.83	0.83	0.83
	Management Intern	0.50	-	-
	PW Tech - Water, AMR	1.00	1.00	1.00
	Engineering Manager	0.25	0.25	0.25
	Staff Engineer II	1.00	0.50	0.50
	Water Supply Spec	1.00	1.00	1.00
	PW Management Analyst	-	-	0.33
	Subtotal	17.33	16.83	17.16
Fleet	Fleet Services Manager	1.00	1.00	1.00
Services	Fleet Maintenance Technician	5.00	5.00	5.00
Fund (531)	Admin Secretary II	0.25	0.25	0.25
	Subtotal	6.25	6.25	6.25
Risk Mgmt	Risk Manager	1.00	1.00	1.00
Fund (562)	Management Analyst HR/Risk	-	0.50	-
	Subtotal	1.00	1.50	1.00
Health Ins.	Asst. Human Resources Director	1.00	-	-
Fund (563)	Payroll Benefits Coordinator	-	0.50	-
	HR Generalist	-	-	0.50
	Subtotal	1.00	0.50	0.50
	Total	44.50	44.69	45.18

2022 VILLAGE OF DOWNERS GROVE CLASSIFICATION & COMPENSATION PLAN

Adopted December 14, 2021, Salary ranges effective first full pay period of May 2022

Grade		Minimum	Control	Maximum	FLSA		Minimum	Control	Maximum	FLSA
3	Hourly: OPEN	17.467	20.959	24.017		Annual:	36,330	43,595	49,954	
4	Hourly: Administrative Secretary I	19.601	23.521	26.951	N	Annual: CSO I	40,769	48,924	56,058	N
5	Hourly: Accounting Specialist Cashier Communications Specialist	21.734	26.081	29.884	N N N	Annual: Document Management Tech Records Specialist	45,207	54,248	62,160	N N
6	Hourly: Administrative Secretary II CSO II Data Technician	23.869	28.642	32.820	N N N	Annual: Deputy Village Clerk Investigative Aide Utility Billing Specialist	49,647	59,576	68,264	N N N
7	Hourly: Administrative Assistant Court/Property Control Officer Legal Secretary	26.001	31.202	35.752	N N N	Annual: Case Records Specialist Management Fellow	54,083	64,899	74,364	N N
8	Hourly: Administrative Specialist Accountant GIS Technician Management Analyst	28.137	33.764	38.688	N E N E	Annual: Payroll/Benefits Coordinator Police Services Technician Production Coordinator	58,525	70,230	80,471	N N N
9	Hourly: Biweekly: Assistant to the Village Manager Code Compliance Officer CSO Supervisor	30.270 2,421.570	36.324 2,905.884	41.620 3,329.659	E N N	Annual: Fire Inspector Public Education Specialist Public Relations Specialist	62,961	75,553	86,572	N E E
10	Hourly: Biweekly: Building Inspector Fire Inspector/Plan Reviewer Grants Coordinator Plumbing Inspector	32.404 2,592.320	38.885 3,110.784	44.556 3,564.441	N N E N	Annual: Staff Engineer I Systems Technician Training Coordinator Social Worker	67,400	80,881	92,675	E E N E
11	Biweekly: Planner Water Supervisor	2,762.985	3,315.582	3,799.106	E E	Annual: Pavement Supervisor	71,837	86,205	98,777	E
12	Biweekly: GIS Specialist Records Supervisor	2,933.736	3,520.482	4,033.886	E E	Annual: Project Manager	76,277	91,533	104,881	E
13	Biweekly: Development Engineer IT Innovation Manager Senior Planner Senior Project Manager Staff Engineer II Street Manager	3,104.400	3,725.281	4,268.551	E E E E E E	Annual: Public Safety Systems Administrator Support Services Manager Systems Administrator Village Forester Water Manager	80,715	96,857	110,983	E E E E E
14	Biweekly: Assistant to the Fire Chief Finance Manager Building Services Manager	3,275.065	3,930.078	4,503.215	E E E	Annual: Fleet Services Manager Records Manager Risk Manager	85,152	102,182	117,083	E E E

Fiscal Year 2023 Adopted Budget

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2022 VILLAGE OF DOWNERS GROVE CLASSIFICATION & COMPENSATION PLAN

Grade	Minimum	Control	Maximum	FLSA		Minimum	Control	Maximum	FLSA
15	Hourly: 43.073	51.687	59.225		Annual: 89,591	107,509	123,188		
	Biweekly: 3,445.816	4,134.979	4,737.997						
	Assistant Information Technology Director			E	Engineer Manager				E
	Building Division Manager			E	Staff Attorney				E
	Emergency Management Coordinator			E	Stormwater Administrator				E
	Planning Manager			E	Transportation Manager				E
16	Biweekly: 3,616.480	4,339.776	4,972.661		Annual: 94,029	112,834	129,289		
	Assistant Finance Director			E	Division Chief - Fire Prevention				E
	Street Superintendent			E					
17	Biweekly: 3,787.231	4,544.677	5,207.443		Annual: 98,468	118,162	135,394		
	Assistant Village Attorney			E	Communications Director				E
	Battalion Chief			E	Village Clerk				E
18	Biweekly: 3,957.896	4,749.475	5,442.107		Annual: 102,905	123,487	141,495		
	Police Lieutenant			E					
19	Biweekly: 4,128.647	4,954.375	5,676.888		Annual: 107,345	128,814	147,599		
	Assistant Public Works Director			E	Deputy Police Chief				E
	Deputy Fire Chief			E					
20	Biweekly: 4,299.311	5,159.173	5,911.552		Annual: 111,782	134,139	153,701		
	Human Resources Director			E	Information Technology Director				E
21	Biweekly: 4,470.062	5,364.074	6,146.335		Annual: 116,222	139,466	159,805		
	OPEN								
22	Biweekly: 4,640.726	5,568.871	6,380.998		Annual: 120,659	144,790	165,906		
	Community Development Director			E	Police Chief				E
	Finance Director			E	Public Works Director				E
	Fire Chief			E					
23	Biweekly: 4,811.476	5,773.771	6,615.780		Annual: 125,099	150,118	172,010		
	Deputy Village Manager			E					
Contractual Wages for Police Officers (contract expires April 30, 2024)									
Step:	Starting	1	2	3	4	5	6	7	
Effective May 1, 2021	72,179	76,292	81,143	86,080	91,143	96,392	101,848	108,142	
Effective May 1, 2022	73,984	78,199	83,172	88,231	93,422	98,802	104,394	110,845	
Effective May 1, 2023	75,834	80,154	85,251	90,437	95,757	101,272	107,004	113,616	
Contractual Wages for Police Sergeants (contract expires April 30, 2025)									
Step:	Starting	1	2						
Effective May 1, 2022	122,893	124,824	126,754						
Effective May 1, 2023	126,272	128,257	130,240						
Effective May 1, 2024	129,429	131,463	133,496						
Contractual Wages for Fire Department Union Personnel (contract expires April 30, 2023)									
Step:	Starting	1	2	3	4	5	6		
Effective May 1, 2020									
Firefighter	69,109	74,612	80,113	85,615	91,116	96,519			
Firefighter-Paramedic	73,257	77,452	81,886	86,574	91,530	96,770			
Fire Lieutenant	108,101	110,998	114,856						102,311
Effective May 1, 2021									
Firefighter	70,664	76,290	81,916	87,541	93,166	98,690			
Firefighter-Paramedic	74,906	79,195	83,728	88,522	93,590	98,947			104,613
Fire Lieutenant	110,534	113,495	117,440						
Effective May 1, 2022									
Firefighter	72,077	77,816	83,554	89,292	95,030	100,664			
Firefighter-Paramedic	76,404	80,778	85,403	90,293	95,461	100,926			106,705
Fire Lieutenant	112,744	115,765	119,789						

Fiscal Year 2023 Adopted Budget

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2022 VILLAGE OF DOWNERS GROVE CLASSIFICATION & COMPENSATION PLAN

Contractual Wages for Public Works Union Personnel (contract expires April 30, 2024)								
Step:		1	2	3	4	5	6	7
Effective May 1, 2021	Group 1	36,971	39,612	42,253	44,894	47,534	50,175	52,816
	Group 2	44,897	48,104	51,311	54,518	57,725	60,932	64,138
	Group 3	48,870	52,360	55,850	59,342	62,832	66,323	69,813
	Group 4	52,850	56,625	60,400	64,175	67,950	71,725	75,499
	Group 5	56,837	60,897	64,956	69,016	73,076	77,136	81,195
	Group 6	60,811	65,155	69,497	73,841	78,185	82,529	86,873
	Group 7	64,572	69,185	73,797	78,410	83,022	87,633	92,246
Effective May 1, 2022	Group 1	37,896	40,602	43,309	46,016	48,722	51,430	54,136
	Group 2	46,019	49,307	52,593	55,881	59,168	62,455	65,742
	Group 3	50,091	53,669	57,247	60,826	64,403	67,981	71,559
	Group 4	54,171	58,040	61,910	65,779	69,649	73,518	77,387
	Group 5	58,258	62,419	66,580	70,742	74,903	79,064	83,225
	Group 6	62,331	66,784	71,235	75,687	80,140	84,592	89,044
	Group 7	66,189	70,914	75,642	80,370	85,098	89,824	94,552
Effective May 1, 2023	Group 1	38,653	41,414	44,176	46,936	49,697	52,458	55,219
	Group 2	46,940	50,293	53,645	56,999	60,351	63,704	67,057
	Group 3	51,093	54,742	58,392	62,042	65,691	69,341	72,990
	Group 4	55,255	59,201	63,148	67,095	71,042	74,988	78,935
	Group 5	59,423	63,668	67,912	72,156	76,401	80,645	84,890
	Group 6	63,578	68,119	72,659	77,201	81,742	86,284	90,825
	Group 7	67,510	72,333	77,155	81,977	86,800	91,621	96,443
Public Works Union Positions								
	Group 1:	Building Maintenance Worker I		Group 6:	Materials Coordinator			
	Group 2:	Building Maintenance Worker II			Public Works Specialist			
	Group 3:	Maintenance Worker I			Public Works Technician - Water AMR			
		Building Maintenance Technician I			Public Works Technician II			
		Public Works Technician I		Group 7:	Assistant Village Forester			
	Group 4:	Public Services Specialist						
	Group 5:	Maintenance Worker II						
		Fleet Maintenance Technician						
		Building Maintenance Technician II						
		Water Production Specialist						

Part-Time Wages: The Village of Downers Grove may establish certain part-time positions, such as seasonal hires, with hourly rates of pay ranging from a minimum of \$9.25/hour to a maximum of \$18.00/hour.

Calculation of Minimum and Maximum

Control points are established by conducting external market analysis of comparable municipal organizations. The minimum of the range is calculated at 20% below the control point (control amount / 1.2). The maximum of the range is calculated at 37.5% above the minimum (minimum amount * 1.375).

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BUILDING SERVICES DIVISION

Dann Fitzpatrick, Building Services Manager

Department Overview

Description of Responsibilities and Services

Building Services is responsible for building maintenance and remodeling for all Village facilities, including Village Hall, Police Station, Public Works Facilities, the fire stations, the parking deck, train stations, well houses and towers, and rental properties.

Many of the renovation projects are completed by in-house building maintenance staff, reducing the cost of these projects and allowing flexibility in scheduling and prioritization. The in-house custodial staff provides cleaning services and several added benefits, including room preparations and cleaning after meetings, as well as snow and ice removal.



Budget Year Highlights and Objectives

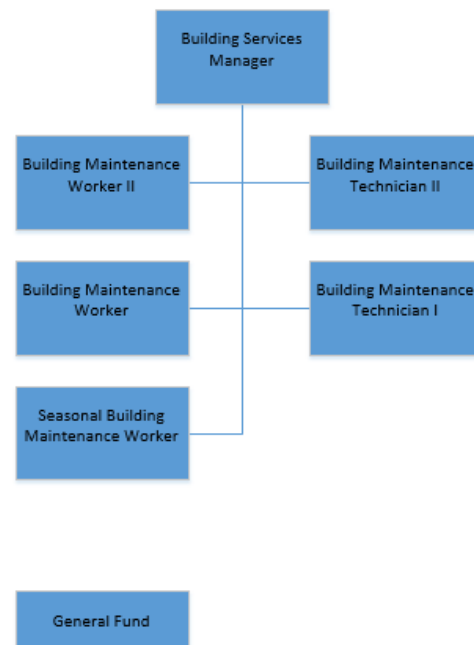
2022 Highlights

- Facilitated Cleanup and Maintenance of Parking Deck
- Replaced HVAC system in Fire Station 3
- Oversaw replacement of roofs at Fleet Services and Fire Station 1

2023 Objectives

- Prepare for transition to new Civic Center building

Organization Chart



BUILDING SERVICES DIVISION

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	510,423	506,128	510,988	545,458	557,216	569,326
Supplies	51,824	80,800	79,800	80,000	80,600	80,700
Professional Services	7,315	8,500	7,000	8,000	7,500	8,000
Other Services	77,665	103,500	105,000	111,000	119,000	127,000
Claims, Grants, & Debt	41,239	44,357	44,357	101,048	104,080	107,202
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	688,466	743,285	747,145	845,506	868,396	892,228

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Other Services includes utilities.
- Claims, Grants & Debt are expected to increase in 2023 due to increasing Workers Compensation costs.

Staffing Plan

Position Title	2021	2022	2023	Change
Building Services Manager	0.75	0.75	0.75	-
Building Maintenance Technician II	1.00	1.00	1.00	-
Building Maintenance Technician I	1.00	1.00	1.00	-
Building Maintenance Worker II	1.00	1.00	1.00	-
Building Maintenance Worker I	3.00	3.00	3.00	-
Seasonal - Maintenance	0.25	0.25	0.25	-
Total: Building Services	7.00	7.00	7.00	-

Performance Measures

Building Services	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Municipal & Public Buildings Maintained	11	11	11	11		X			

COMMUNICATIONS DEPARTMENT

Douglas Kozlowski, Communications Director

Department Overview

Description of Responsibilities and Services

The Communications Department is responsible for providing communication with residents, businesses and stakeholders through a variety of Village owned communication outlets and other media. The Communications Department responds to daily news media inquiries and proactively develops and disseminates information regarding Village issues, services, events and programs.

The Communications Department is responsible for the Village website content, Facebook, Twitter and Nextdoor Social Media accounts, weekly E-Newsletter, insideDG quarterly magazine, all Village print materials, DGTv programming, Council meeting broadcasts, Annual Village Report and the administration of the Community Wide Notification System.

Budget Year Highlights and Objectives

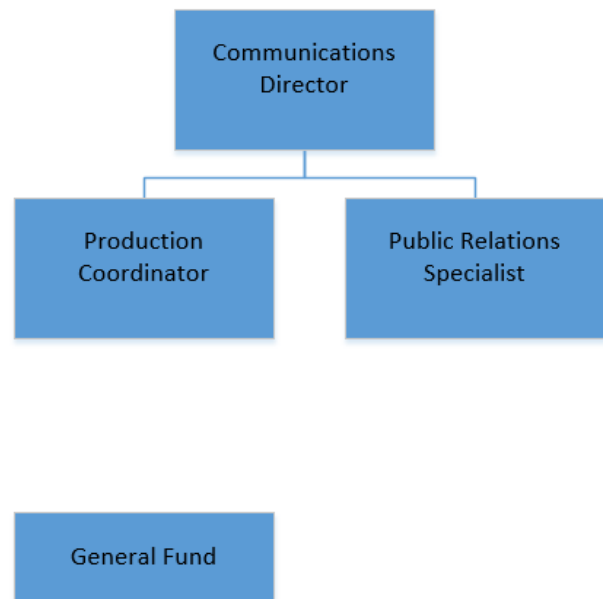
2022 Highlights

- The Village received national recognition for outstanding achievements in communications and public-sector marketing from the City-County Communications & Marketing Association (3CMA).
- Built community awareness of Top Priority Action Items and Village activities using short form video, social media/ website postings, and print on these topics:
 - Facilities Plan Open House
 - Social Services Referrals
 - Police Department Accreditation
 - Celebration of Downtown TIF Success
 - Bike Awareness
 - Child Safety Seat Inspections
 - Ice Rescue
 - Return of the Independence Day Parade
 - New Bike Racks
- Videos in the aforementioned awareness campaigns have garnered over 100,000 views on social media.

2023 Objectives

- Launch New Look Village Website
- Maintain Community Awareness of New Civic Center Project

Organization Chart



Click below to view, follow, and



COMMUNICATIONS DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	481,388	491,182	506,988	509,120	520,139	531,491
Supplies	4,081	8,100	8,100	8,100	8,100	8,100
Professional Services	34,040	61,583	61,583	61,658	61,658	61,658
Other Services	27,481	22,170	22,170	22,170	22,170	22,170
Claims, Grants, & Debt	172,076	17,535	17,535	20,819	21,443	22,087
Controlled Assets	6,239	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	725,304	600,570	616,376	621,867	633,510	645,506

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services includes costs for the community wide notification system.
- Other Services contains costs for the Village wide magazine "insideDG" and the Constant Contact E-News Letter.

Staffing Plan

Position Title	2021	2022	2023	Change
Communications Director	1.00	1.00	1.00	-
Production Coordinator	2.00	2.00	2.00	-
Public Relations Specialist	1.00	1.00	1.00	-
Total: Communications	4.00	4.00	4.00	-

Performance Measures									
Communications	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Live Meetings Taped	46	42	45	52		X			
Studio and Remote Tapings	39	2	2	1		X			
Live Meeting Hours	83	69	74	55		X			
On Air Programming Hours	2,289	2,271	2,228	2,193		X			
YouTube Uploads	104	91	72	87		X			
YouTube Views	31,132	46,420	31,843	34,622		X			
Public Service Announcement	110	23	38	37		X			
Print Publications	40	55	156	137		X			
Nextdoor Members	16,599	19,044	20,668	21,962		X			
Facebook Page Followers	6,472	9,404	9,984	11,000		X			
Twitter Followers	5,619	6,763	6,839	6,977		X			

COMMUNITY DEVELOPMENT DEPARTMENT

Stan Popovich, Community Development Director

Department Overview

Description of Responsibilities and Services

The Community Development Department is comprised of the Building Division and the Planning Division. The Planning Division is responsible for providing land use assistance and guidance to Downers Grove businesses, developers and residents. The Division acts as liaison to the Plan Commission, Zoning Board of Appeals and Architectural Design Review Board by providing information, planning expertise and recommendations regarding issues of land development. The Planning Division is charged with implementing the Village's Comprehensive Plan through the administration and enforcement of the Village's Zoning, Subdivision and Historic Preservation Ordinances. The Division strives to ensure that development within the Village is efficient, aesthetic and in conformance with sound planning practices.

The Building Division is responsible for coordinating most building plan review and development-related inspection services among several Departments. Services include code enforcement; plan review; and electrical, mechanical, plumbing and building inspections. The Division conducts inspections of existing buildings and infrastructure to ensure the safety of building inhabitants and those dependent upon the infrastructure. The Division works closely with anyone who builds a new structure or structurally modifies an existing one. The Department also contracts for elevator inspections and assistance with storm water/wetland reviews. Two code enforcement officers in the Department work closely with both Divisions on matters of securing compliance with zoning, building, property maintenance and other codes.

Budget Year Highlights and Objectives

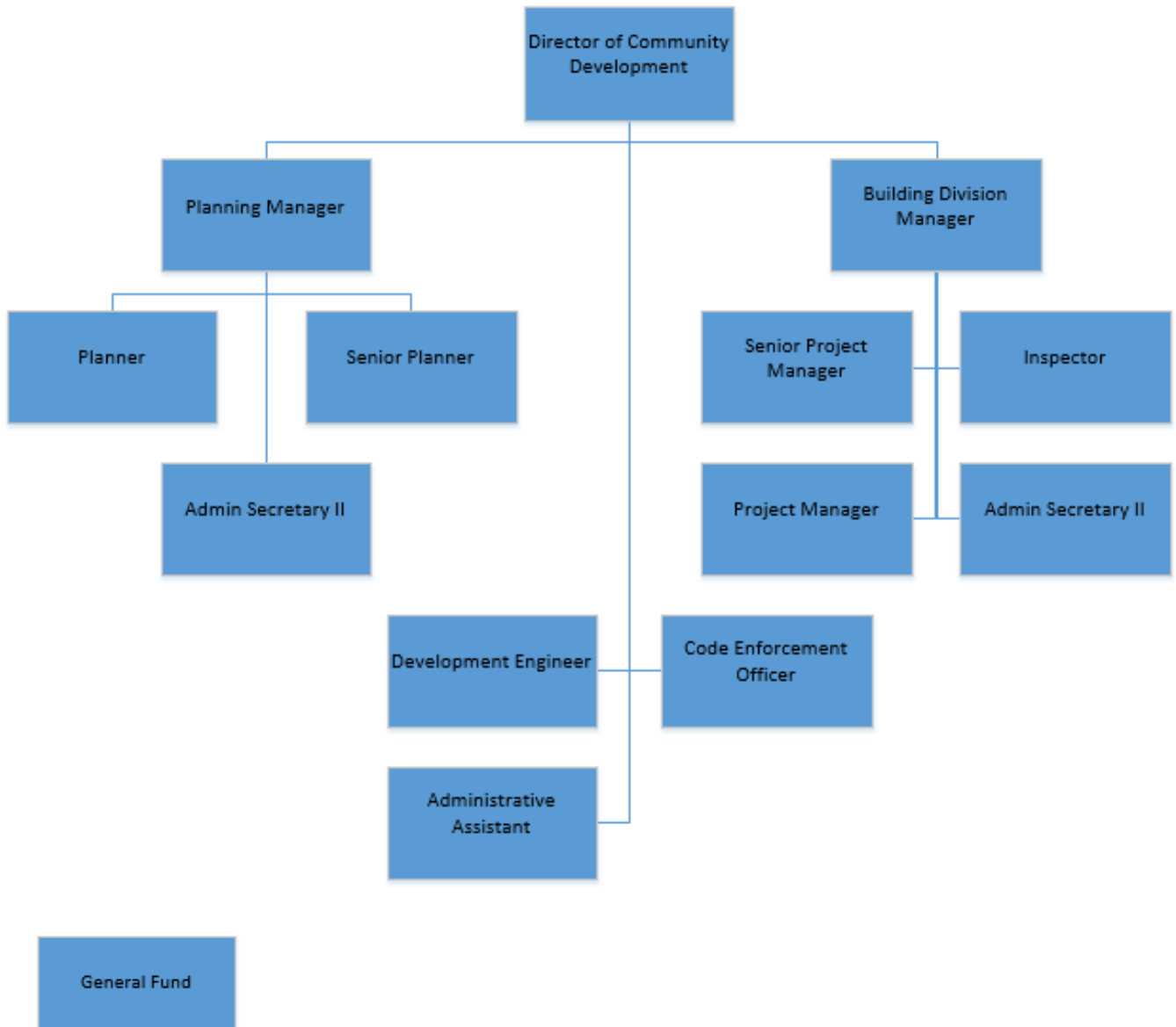
2022 Highlights

- Facilitated entitlement and permitting process for the Village's Facility Replacement and Sustainability Plan
- Implemented CityView ERP system for permitting, code enforcement and planning
- Facilitated the establishment of a permanent outdoor dining program for the Village
- Processed over 2,200 building permits and zoning entitlement applications
- Averaged 8 days on first permit reviews
- Continued effective enforcement of zoning, building and property related codes
- Facilitated entitlement cases for Pugi Genesis, Kapovich Subdivision and Fairview Ridge Subdivision
- Facilitated the approval of the Village's first Certificate of Design Appropriateness for a downtown project since the downtown design review process was put in place in 2021.
- Hosted the Municipal Design Review Network's Summer Walking Tour
- Continued digitization of old permit files

2023 Objectives

- Complete high priority action items as directed by Village Council
- Continue effective enforcement of zoning, building and property related codes
- Continue effective processing of building permits and zoning entitlement applications
- Begin review of 2021 ICC Family of Building Codes for adoption
- Continue digitization of old permit files

Community Development



COMMUNITY DEVELOPMENT DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	1,723,567	1,869,036	1,900,851	1,952,781	1,996,559	2,041,636
Supplies	9,762	11,700	8,000	11,700	12,750	13,000
Professional Services	179,943	398,750	315,900	348,000	357,500	609,800
Other Services	78,341	95,000	95,000	175,296	180,680	187,852
Claims, Grants, & Debt	218,590	236,839	236,839	249,133	251,507	256,452
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	2,210,203	2,611,325	2,556,590	2,736,910	2,798,996	3,108,740

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services include costs for plan review contracts and outside building inspections; 2022 - 2024 include costs for a scanning project and 2025 costs include a Comprehensive Plan rewrite (\$300,000).
- Other Services includes the costs and maintenance for a Community Development ERP system (\$170,000).
- Claims, Grants, & Debt includes dollars for Recoverable Engineering Fees. This amount is offset in revenues.

Staffing Plan

Position Title	2021	2022	2023	Change
Community Development Director	1.00	1.00	1.00	-
Building Division Manager	1.00	1.00	1.00	-
Planning Manager	1.00	1.00	1.00	-
Senior Project Manager	-	1.00	1.00	-
Project Manager	2.00	1.00	1.00	-
Development Engineer	2.00	2.00	2.00	-
Senior Planner	-	1.00	1.00	-
Planner	2.00	1.00	1.00	-
Inspector	1.50	1.50	1.50	-
Code Compliance Officer	2.00	2.00	2.00	-
Administrative Assistant	1.00	1.00	1.00	-
Administrative Secretary II	2.00	2.00	2.00	-
Total: Community Development	15.50	15.50	15.50	-

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development	Performance Measures				Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
	FY19	FY20	FY21	FY22 Projected					
Average time in days to process first-review permit (goal is 10 days)	7.44	8.18	8.01	7.50		X	X	X	X
Permit Applications Received	2,368	2,161	2,451	2,300		X	X	X	
Permits Issued	2,195	1,979	2,278	2,150		X	X	X	
Inspections Conducted	4,329	3,974	3,913	4,500		X	X	X	
Code Enforcement Site Visits	3,700	3,195	2,816	2,800		X	X	X	
ZBA Case Applications	7	5	3	4		X	X	X	X
Plan Commission Case Applications	37	23	29	33		X	X	X	X
Historic Preservation Applications	5	2	2	1		X	X	X	X



FINANCE DEPARTMENT

Robin Lahey, Finance Director

Department Overview

Description of Responsibilities and Services

The Finance Department is responsible for collaborating with other departments in order to: ensure the budgetary integrity of the Village, coordinate use of the Village-wide enterprise resource planning system, prepare financial statements, coordinate year-end financial audits, and assist with grant administration for the Village. The Finance Department also provides services concerning investment and treasury, accounts payable, accounts receivable, utility billing, cash receipts, collections, pensions, payroll, and procurement services.

Budget Year Highlights and Objectives

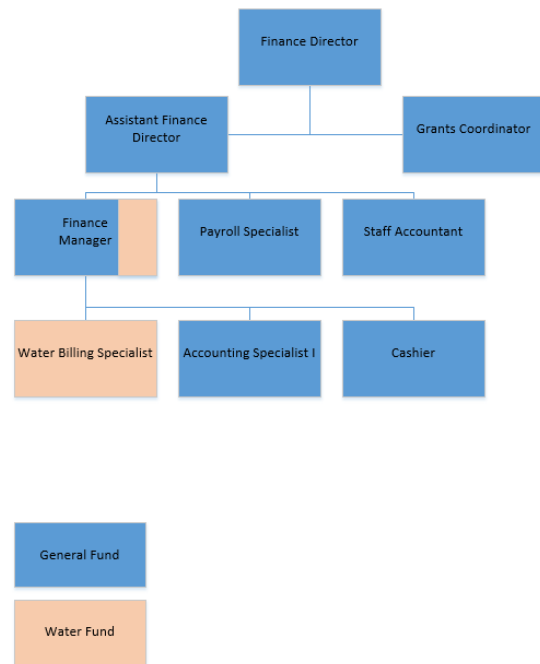
2022 Highlights

- Received Distinguished Budget Award and Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report (ACFR) awarded by the GFOA
- Completed implementation of the Financial module in the new village wide ERP system
- Received a Management Letter from the auditors with no comments for internal control weaknesses
- Issued \$36.0 million in debt for the Civic Center project
- Issued \$5.5 million in stormwater debt
- Participated in Long Range Planning sessions

2023 Objectives

- Complete the implementation of the Payroll and Utility Billing modules in the new village wide ERP system
- Participate in Long Range Planning
- Pursue awards from the GFOA for excellence in financial reporting and budgeting
- Aggressively pursue grant opportunities

Organization Chart



Performance Measures

Finance	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Taxi Coupons Purchased	37,478	15,156	9,853	10,000	X	X			
Purchase Orders Processed	270	211	260	360	X	X			
Customers - Utility Billing (Stormwater Utility effective 1/1/13)	17,445	17,449	17,877	17,930	X	X		X	
Utility Customers - Billed via Email	889	1,077	1,319	1,490	X	X			
% of Employees on Direct Deposit for Payroll	100%	100%	100%	100%	X	X			
Consecutive Years the Department has received the GFOA Distinguished Budget Award	10	11	12	13	X	X			X
Consecutive Years the Department has received the GFOA Certificate of Achievement for Excellence in Financial Reporting	29	30	31	32	X	X			
Monthly Closeouts within 5 Working Days	100%	100%	100%	100%	X	X			
Taxi Coupons Redeemed	37,926	15,039	5,933	15,000	X	X			
Quarterly Statements Prepared by the Third Week After Quarter End	100.00%	100.00%	100.00%	100.00%	X	X			
General Fund - Actual Revenues as a % of the Budget	103.36%	102.40%	116.25%	108.26%	X	X			
Actual Expenditures as a % of Budget	99.52%	100.00%	100.00%	100.00%					

FINANCE DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	806,729	745,807	739,881	796,552	811,321	826,094
Supplies	1,390	4,050	3,409	4,000	4,100	4,200
Professional Services	112,923	104,840	109,164	117,940	117,640	118,290
Other Services	89,250	101,967	99,865	137,280	137,280	137,280
Claims, Grants, & Debt	6,393	19,061	19,061	21,978	22,637	23,316
Controlled Assets	-	800	-	800	800	800
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	1,016,684	976,525	971,380	1,078,550	1,093,778	1,109,980

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services contains costs for the annual financial audit, credit card processing fees, safekeeping fees and banking fees.
- Other Services includes maintenance costs for the Village's financial accounting software system. These costs have increased with the new ERP system.

Staffing Plan

Position Title	2021	2022	2023	Change
Finance Director	1.00	1.00	1.00	-
Assistant Finance Director	1.00	1.00	1.00	-
Finance Manager	1.00	1.00	1.00	-
Grants Coordinator	1.00	1.00	1.00	-
Accountant	1.00	1.00	1.00	-
Payroll Specialist	1.00	-	1.00	1.00
Water Billing Specialist	1.00	1.00	1.00	-
Accounting Specialist I	2.00	2.00	2.00	-
Cashier	1.00	1.00	1.00	-
Total: Finance	10.00	9.00	10.00	1.00



FIRE DEPARTMENT

Scott Spinazola, Fire Chief



Department Overview

Description of Responsibilities and Services

The Fire Department provides 24-hour Fire Suppression; Rescue, and Emergency Medical Services; and overall Village Emergency Management Coordination to the community. The Fire Department also provides specialized services such as hazardous materials response which also includes domestic terrorism response capabilities. Specialized rescue capabilities such as high-angle rescue, trench rescue, structural collapse, and confined space rescue services are also provided by the Fire Department.

The Fire Department provides Fire Prevention, Fire Inspection and Fire/Arson Investigation services to the community. The Fire Prevention Bureau performs regular inspections of commercial and institutional occupancies as well as the common areas of multi-family occupancies. The Fire Prevention Bureau works with the Community Development Department to complete fire plan reviews, occupancy approvals, fire pump and sprinkler system testing.

The Fire Department Public Education Division delivers award-winning and nationally recognized fire and life safety education to pre-school, grade school, and high school students. The Public Education Division also delivers Fire and Life Safety Education programs to businesses, civic groups and senior citizens. The Public Education Division also performs educational facility and high rise evacuation drills. Many of Downers Grove's programs have received national awards or recognition and are often copied by Fire Departments across the country.

Budget Year Highlights and Objectives

2022 Highlights

- Promoted a new Battalion Chief
- Promoted new Lieutenant
- Hired 3 new firefighters to replace retired and promoted members
- Continue to review, revise, and update Fire Prevention and Life Safety codes, ordinances, and policies
- Continued Behavioral Health Awareness programs such as the Peer Support Network
- Continue to implement cancer prevention initiatives
- Continue Fire Department Public Safety Education initiatives
- Conduct smoke alarm installation for identified high-risk areas
- Continue to support professional development for Fire Department personnel
- Partnership in a pilot program for a new 2 phase cardiac care a protocol with the Good Samaritan Emergency Medical Services System
- Developed new Firefighter Eligibility list for 2022, 2023, and 2024
- Replaced 30 sets of Firefighter Personal Protective Equipment
- Replaced seven Thermal Imaging Cameras, provide training with all new equipment
- Replace Fire Department apparatus in accordance with fleet replacement program
- Relocate alarm monitoring equipment to Station 102 in conjunction with Civic Center Facilities project
- Developed a new AED preventive maintenance program for the Village of Downers Grove
- Acquire new mobile and portable radio equipment through ETSB
- Purchase of new ambulance (2)
- Purchase of new pool vehicles (2)
- Implementation of new data management system - ESO
- Developed Youthful Firesetter Program

- Continued to provide assistance with Social Services through the Community Care Program (CCP)
- Developed inservice Fire Prevention inspection and reinspection process
- Continued professional development for Fire Department personnel through mentoring, outside classes along with conferences and seminars
- Assisted with the development of Career Day in Partnership with School District 99

2023 Goals

- Hire new firefighter/paramedics to replace retirees
- Develop specifications for emergency vehicle replacement
- Take receipt of new ambulances (2)
- Take receipt of new pool vehicles
- Approval for a new 2 phase cardiac care a protocol with the Good Samaritan Emergency Medical Services System
- Continued Behavioral Health Awareness programs such as the Peer Support Network
- Continue to implement cancer prevention initiatives
- Continue Fire Department Public Safety Education initiatives
- Conduct smoke alarm installation for identified high-risk areas
- Developed new Firefighter Eligibility list for 2023 and 2024
- Continue to support professional development for Fire Department personnel
- Purchase of new AEDs through the EMS equipment replacement plan
- Upgrade to EMS cots and related equipment

FIRE DEPARTMENT

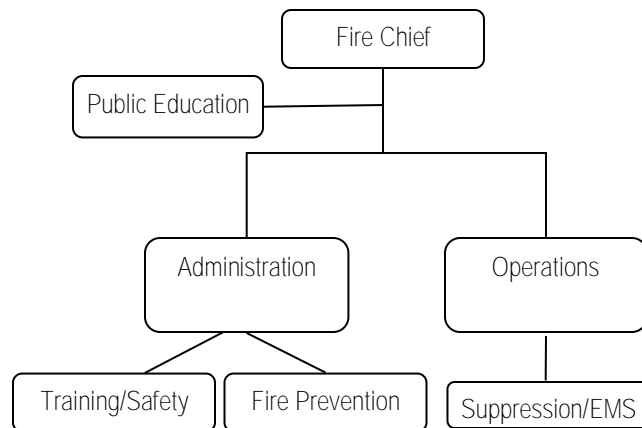
General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	16,146,576	16,116,423	16,198,660	16,410,618	17,132,217	17,564,334
Supplies	171,226	212,825	216,005	230,332	236,871	243,607
Professional Services	699,059	718,305	708,480	821,880	819,288	882,878
Other Services	128,630	120,305	108,300	127,920	131,758	135,710
Claims, Grants, & Debt	2,013,975	2,008,709	2,008,704	2,470,837	2,544,963	2,621,308
Controlled Assets	64,333	23,100	43,100	92,500	95,275	98,133
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	19,223,799	19,199,667	19,283,249	20,154,087	20,960,372	21,545,970

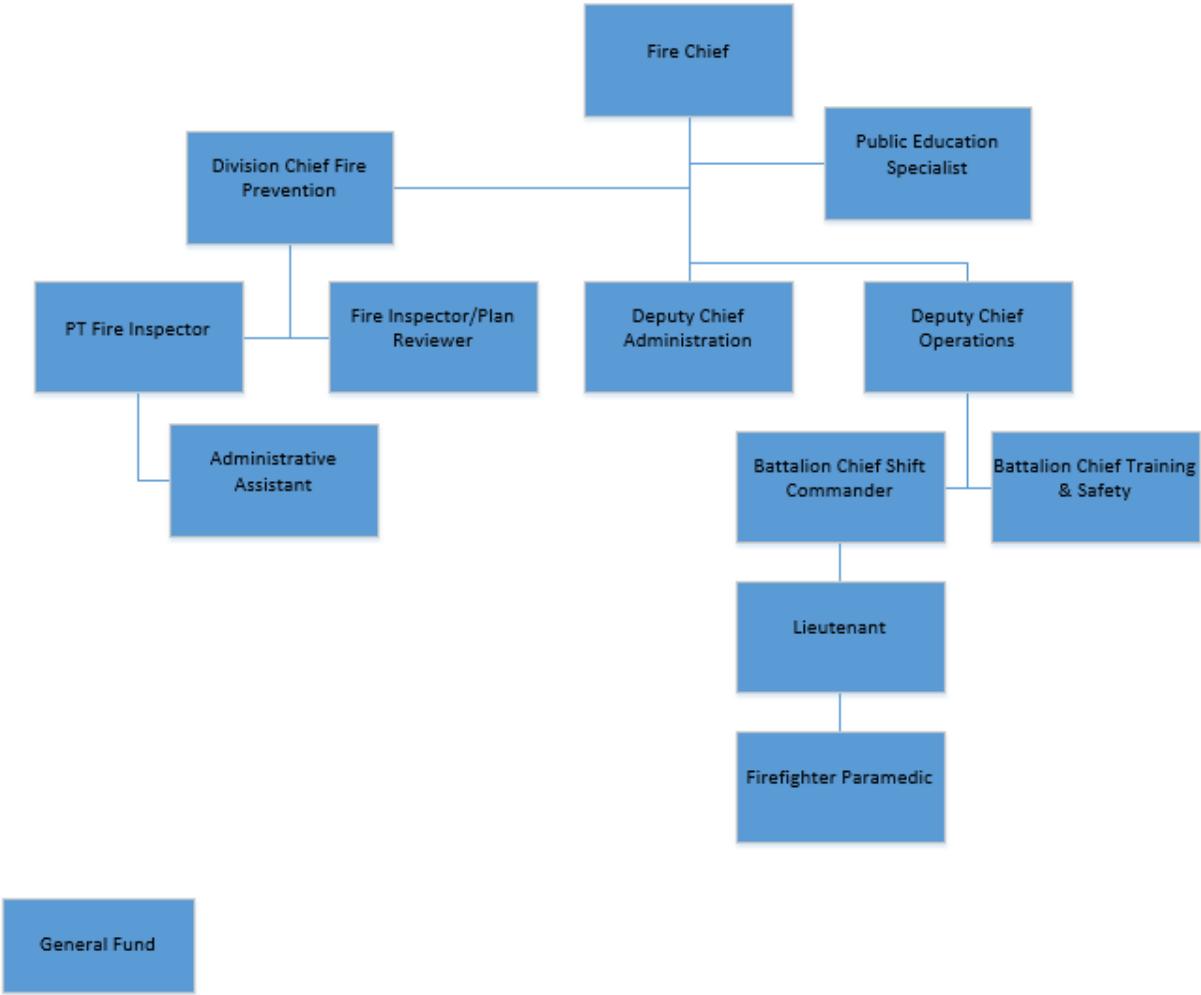
NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Personnel includes the pension which decreased by \$436,000 in 2023.
- Supplies includes uniforms, tools and equipment such as AEDs, cardiac monitors, Glidescopes, etc.
- Professional Services includes payments to Du-Comm for Dispatch services. In addition, this line item includes costs for the alarm boards, fees for ambulance billing, training and phone costs.
- Claims, Grants, & Debt increased in 2023 due to higher workers compensation expenses.
- Controlled Assets increased in years 2023 - 2025 for purchases of dive equipment and hazmat equipment

Organization Chart



Fire Department



FIRE DEPARTMENT

PROGRAM INFORMATION

The Fire Department annual operating budget is divided into eight different cost centers, referred to as program budgets. The programs are as follows:

- **Fire Services Management:** Responsible for coordination and management of the Fire Department Fire Suppression operations. Provides all personnel and support costs necessary to maintain the Village's emergency response and fire suppression operations.
- **Facilities Maintenance:** Resources to maintain the operational integrity of Fire Department facilities in addition to presenting an appearance appropriate to Downers Grove community standards.
- **Fire Training:** The Fire Training program provides support to the Department's training system. The Training Officer's salary and benefits are a part of the program, but most of this program provides for quality education and hands-on practical experience to line personnel.
- **Fire Prevention:** Ensures that all buildings in the Village are safe for their occupants, visitors and owners. The Fire Prevention Bureau achieves this through reviewing and monitoring building engineering components and fire and life safety codes in both existing buildings and in new construction; and participating in educational activities and enforcing building.
- **Special Operations:** Response to specialized incidents such as high-angle rescue, trench collapse rescue, confined space, structural collapse rescue, hazardous materials, environmental issues, and domestic terrorism response.
- **Fire Education:** Addresses fire safety and injury prevention concerns for all ages and demographic areas of the Village. The programs provide timely and necessary information for young children through high school students, businesses, senior citizens, civic organizations, schools, religious groups, and parent groups in an effort to prevent fires, injuries and unsafe behaviors before they occur.
- **Emergency Medical Services:** Supports all non-personnel aspects of the Department's Emergency Medical Services (EMS) program, including all equipment required for EMS and associated services. The program provides for the purchase of the necessary Basic Life Support (BLS) and Advanced Life Support (ALS) supplies and equipment used on the Department's engines and ambulances.

Performance Measures									
Fire	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Fires						X			
Structure	17	15	6	18		X			
Vehicle	6	5	6	5		X			
Other	24	40	52	60		X			
Civilian Fire Deaths	0	1	0	1		X			
EMS Calls	4,438	3,759	4,148	4,800		X			
Percent of Life-Safety Occupancy Inspections Completed	99.5	98	90	80		X			
Fire Alarm System Trouble Follow-Ups	289	236	230	282		X			
Miscellaneous Inspections	144	79	50	58		X			
Total Public Education Contacts	34,508	64,000*	98,673	121,342		X			
Pre and post test scores from third grade LNTB program - Total Score Knowledge Improvement	20%	20%	20%	20%		X			
*Virtual Night at the Firehouse video campaign									

FIRE DEPARTMENT

Staffing Plan

Position Title	2021	2022	2023	Change
Fire Chief	1.00	1.00	1.00	-
Deputy Fire Chief-Operations	1.00	1.00	1.00	-
Deputy Fire Chief-Administration	1.00	1.00	1.00	-
Battalion Chief	3.00	3.00	3.00	-
Battalion Chief-Safety & Training	1.00	1.00	1.00	-
Division Chief-Fire Prevention	1.00	1.00	1.00	-
Asst to Chief Community Education	1.00	1.00	1.00	-
Fire Inspector/Plan Reviewer	1.00	1.00	1.00	-
Fire Inspector	0.50	0.50	0.50	-
Administrative Secretary II	3.00	3.00	3.00	-
Fire Lieutenant	12.00	12.00	12.00	-
Firefighter/Paramedic	56.00	58.00	58.00	-
Firefighter	2.00	-	-	-
Total: Fire	83.50	83.50	83.50	-





HUMAN RESOURCES DEPARTMENT

Lauren Linares, Human Resources Director

Department Overview

Description of Responsibilities and Services

The Human Resources Department is responsible for providing human resource services to all employees in order to improve and increase the quality of work-life, productivity, work satisfaction, and development, with a constant vigilance for change. The department focuses on nine special functions:

- Human Resource Planning
- Selection and Staffing
- HR Information Systems
- Compensation & Benefits
- Union-Labor Relations
- Organizational Job Design
- Training & Development
- Organizational Development
- Employee Assistance

Budget Year Highlights and Objectives

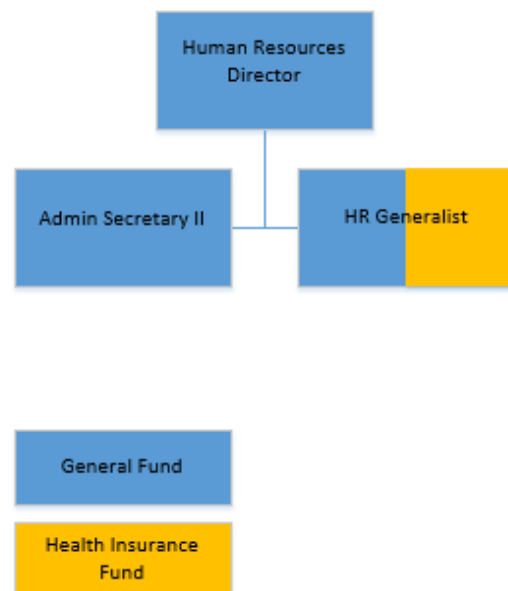
2022 Highlights

- Heavily focused on implementing a new human resource information system (HRIS/ERP), co-partnered with the Finance department. This included mapping employee data to restructure our recruitment, compensation, training, development, and succession planning efforts, with the intent of improving efficiencies and eliminating redundancy.
- Overcame “the great resignation” by refocusing our efforts on employee engagement, and therefore, retention.
- Extended 7 promotional offers, exemplifying the prime talent of our team and value of succession planning.
- Encouraged Village-wide participation of our staff diversity, welcoming, and inclusion trainings.
- During our recruitment process, our panel leveraged diverse perspectives when shortlisting and interviewing candidates, building upon our DEI initiatives.
- Cut new hire processing times in half by enhancing our onboarding communications.
- Created new eligibility lists for Police Lieutenant, Lateral Police Officers and Firefighter/ Paramedics.
- Managed health care cost by promoting health care consumerism. Created a partnership with a pharmaceutical importation program for maintenance medications.
- Recruited an HR Generalist to administer and execute HR programs, including the Village’s benefit program, recruitment, and HR information systems.

2023 Objectives

- Partner with the Finance department for a smooth “Go Live” implementation of our new HRIS/ERP system. Be willing to commit to uncertainty and accommodate the demands of the project to true fruition.
- Offer training opportunities to departmental staff to further develop their skillsets.
- In preparation of relocating to another building, focus on record destruction with the State.
- Continue expanding recruitment efforts, highlighting equity and prioritizing inclusion once on boarded.
- Create new eligibility lists for Police Officers and Firefighter/ Paramedics.
- Partner with our health insurance broker to strategize and maintain healthcare costs.

Organization Chart



HUMAN RESOURCES DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	321,658	302,035	305,489	250,858	256,791	262,900
Supplies	1,876	1,500	1,500	1,700	1,750	1,800
Professional Services	61,942	89,400	89,400	91,150	100,200	103,900
Other Services	246	250	250	300	300	300
Claims, Grants, & Debt	8,462	19,909	19,909	20,609	21,777	22,951
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	394,185	413,094	416,548	364,617	380,818	391,851

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Personnel costs reflect the staffing plan below.
- Professional Services includes Tuition Reimbursement for Village employees, training, and recruiting costs.
- Claims, Grants, & Debt includes costs for unemployment compensation which vary from year to year.

Staffing Plan

Position Title	2021	2022	2023	Change
Human Resources Director	1.00	1.00	1.00	-
Asst Human Resources Director	1.00	-	-	-
Payroll Benefits Coordinator	-	1.00	-	(1.00)
Management Analyst-HR/Risk	-	0.50	-	(0.50)
HR Generalist	-	-	1.00	1.00
Administrative Secretary I	1.00	-	-	-
Administrative Secretary II	-	1.00	1.00	-
Total: Human Resources	3.00	3.50	3.00	(0.50)

Performance Measures

Human Resources	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Positions Filled	23	20	42	40		X			
Turnover Rate	13.20%	8.83%	12.17%	8.50%		X			

INFORMATION TECHNOLOGY DEPARTMENT

Dave Kenny, Information Technology Director

Department Overview

Description of Responsibilities and Services

The Information Technology Department's primary responsibility is overseeing, maintaining, and supporting all computerized systems used by the Village. Other responsibilities include development and maintenance of the Village internet and intranet sites, Geographic Information Systems (GIS) and document management systems. This is all in support of the Strategic Plan Goal of providing *Exceptional Municipal Services*.

Additionally, the Information Technology Department also plays a role in support of the Strategic Plan Goal of *Continual Innovation* by continuously evaluating and introducing new information technologies to help improve Village services and work processes.

Budget Year Highlights and Objectives

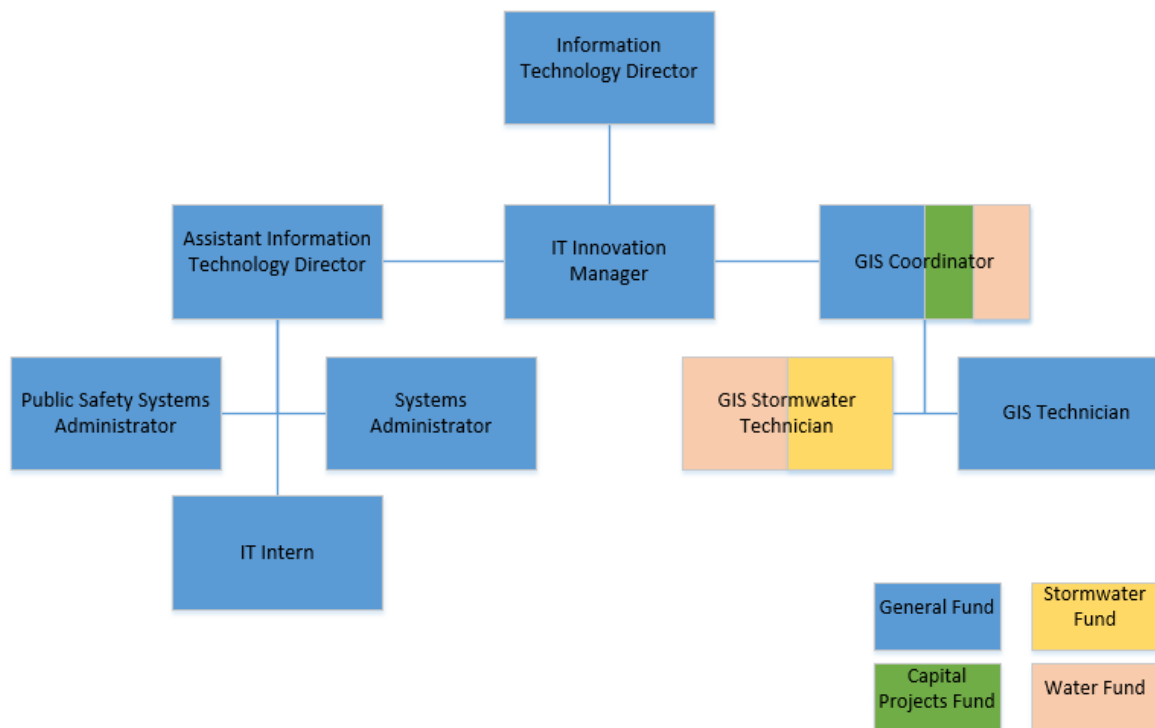
2022 Highlights

- Continued the ERP project.
- Started the implementation of a new website content management system.
- Upgraded the Village's VoIP telephone system.
- Worked on the Facilities Replacement and Sustainability project.
- Upgraded the network infrastructure at the Public Works facility.

2023 Objectives

- Complete the ERP project.
- Complete the new website content management system project.
- Continue the Facilities Replacement and Sustainability project.
- Develop GIS applications for internal and external use.

Organization Chart



INFORMATION TECHNOLOGY DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	743,684	788,190	832,182	834,924	854,014	873,678
Supplies	16,416	19,550	19,500	19,700	19,950	20,275
Professional Services	57,826	75,300	73,050	85,450	89,050	92,400
Other Services	169,932	262,600	300,000	334,350	295,700	316,700
Claims, Grants, & Debt	181,056	195,732	195,732	193,140	198,934	204,902
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	1,168,914	1,341,372	1,420,464	1,467,564	1,457,648	1,507,955

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services includes phone costs.
- Other Services includes hardware and software maintenance. The 2023 budget includes additional costs for cybersecurity software.
- Claims, Grants, & Debt includes transfers to the Equipment Replacement Fund for computer equipment and software.

Staffing Plan

Position Title	2021	2022	2023	Change
Information Technology Director	1.00	1.00	1.00	-
Asst.Information Technology Dir.	1.00	1.00	1.00	-
Systems Administrator	1.00	1.00	1.00	-
Public Safety Systems Admin	1.00	1.00	1.00	-
IT Innovation Manager	1.00	1.00	1.00	-
GIS Specialist	1.50	1.00	1.00	-
GIS Technician	1.00	2.00	2.00	-
IT Intern	0.25	0.25	0.25	-
GIS Intern	0.25	-	-	-
Total: Information Technology	8.00	8.25	8.25	-

Performance Measures

Information Technology	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Visits to Village Website	168,788	200,000	242,652	208,703		X			
Visits to DGTV Page	602	1,200	1,011	1,119		X			
Visits to Fire Public Education Page	738	700	823	550		X			
Visits to Tourism Website	9,350	4,500	9,874	11,741		X			
Visits to Parcel Navigator	26,571	25,857	26,248	25,700		X			
GPS Operations # of Structures Collected	1,950	1,500	1,409	2,900		X			X

LEGAL DEPARTMENT

Enza Petrarca, Village Attorney

Department Overview

Description of Responsibilities and Services

The Legal Department supports the Strategic Plan Goal of being an *Exceptional Municipal Organization* by providing in-house legal services to the Village as a municipal corporation as well as advising and representing officers and employees in their official capacity. Legal services include acting as general legal counsel to Village Council, staff and the various boards and commissions.

The Department drafts ordinances, resolutions and motions for Council action, reviews legal documents involving the Village and provides legal advice to public officials and employees. The Legal Department handles labor related negotiations, agreements for use of public property, development agreements, contracts, and all personnel issues. In addition, the Legal Department is responsible for litigation involving the Village. This involves either direct representation by Department attorneys, or by outside counsel selected and monitored by the Village Attorney. The Legal Department strives to provide exceptional municipal services.

The Alcohol Awareness Program and the Risk Management Program are administered under the Legal Department.

Budget Year Highlights and Objectives

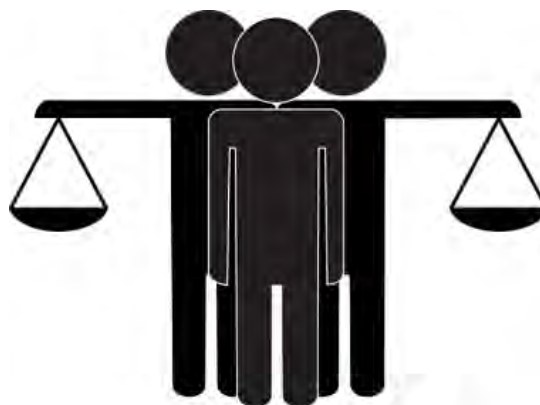
2022 Highlights

- Village Facilities Sustainability Plan
- ERP Contract Implementation
- Harassment/Discrimination Training
- Review, revise and update codes, ordinances and policies
- Defend and monitor litigation involving the Village (*Exceptional Services & Communication*)

2023 Objectives

- Village Facilities Sustainability Plan
- FD Labor Agreement Negotiations
- Continued Implementation of ERP
- Continue to review, revise and update codes, ordinance and policies (*Exceptional Services & Communication*)
- Defend and monitor litigation involving the Village (*Exceptional Services & Communication*)

Organization Chart



LEGAL DEPARTMENT

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	402,442	405,259	432,256	450,982	461,319	471,965
Supplies	7,948	8,350	8,350	8,400	8,550	8,700
Professional Services	89,723	131,650	131,650	135,050	140,275	145,500
Other Services	-	350	350	350	350	350
Claims, Grants, & Debt	2,304	6,605	6,605	7,513	7,738	7,970
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	4,000	4,000	4,000	4,000	4,000
Other Financial Uses	-	-	-	-	-	-
Total Expenses	502,418	556,214	583,211	606,295	622,232	638,485

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services is primarily for outside counsel, which fluctuates from year to year.
- Capital Assets is for the annual license fee for the Municipal Code software.

Staffing Plan

Position Title	2021	2022	2023	Change
Village Attorney	1.00	1.00	1.00	-
Asst Village Attorney	1.00	1.00	1.00	-
Risk Manager	1.00	1.00	1.00	-
Management Analyst-HR/Risk	-	0.50	-	(0.50)
Legal Secretary	1.00	1.00	1.00	-
Total: Legal Department	4.00	4.50	4.00	(0.50)

Performance Measures

Legal/Risk	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Liquor License Applications Received	26	13	12	10		X	X		
DUI Cases	91	75	50	50		X			
Workers Compensation Claims Filed	15	49	15	10		X			X
General/Auto Liability Claims Filed	4	3	5	5		X			X

OTHER GENERAL FUND EXPENSES

This page identifies General Fund programs and expenses that are not appropriately classified with any of the department-based operational expenses that appear on previous pages in this section. Explanation on this page allows departmental expenses to be more accurately stated while also identifying the impact of these unique Village expenses:

243-Central Services - Provides funding management and procurement for centralized office supplies and services such as telephone contracts and maintenance, photocopy equipment and supplies, postal machines and services, fax machines, office coffee services and other mutually shared expenses that support interoffice functions.

421-Economic Development - Includes \$540,000 to support the not-for-profit Economic Development Corporation, partially offset by an allocation to the Ogden TIF Fund to reflect redevelopment efforts in that corridor.

495-Downtown Management - Includes expenses paid directly to the Downtown Management Corporation.

496-Intergovernmental Support - Includes expenses to be paid to District 58.

821-Social Services - Includes expenses for support of the Meals on Wheels program.

823-Alcohol & Tobacco - Includes expenses for the support of the Village's alcohol and tobacco awareness and enforcement programs, which is administered by Legal and Police Department personnel.

833-Transportation Assistance - Also known as the taxi-coupon subsidy program, these expenses provide 50% subsidies for eligible seniors in Downers Grove to use local taxi services.

863-Emergency Management - Includes operational expenses related to Emergency Management.

864-Community Events - The Village sponsors many events and also assists other organizations in planning events.

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
243-Central Services	32,609	40,074	33,491	42,100	43,509	44,982
421-Economic Development	101,732	345,587	345,587	455,587	453,054	450,446
495-Downtown Management	238,935	400,000	400,000	400,000	400,000	400,000
496-Intergovernmental Support	205,364	220,000	212,000	220,000	220,000	220,000
821-Social Services	30,000	30,000	30,000	30,850	30,850	30,850
823-Alcohol & Tobacco	24,861	21,118	27,521	11,304	11,658	12,017
833-Transportation Assistance	5,933	31,000	16,000	30,450	30,450	30,450
863-Emergency Management	40,416	24,550	6,700	24,200	25,300	25,300
864-Community Events	55,732	94,075	83,975	97,300	99,300	101,300
998-Transfers	5,425,820	1,591,102	5,391,102	1,371,628	-	-
Total Expenses	6,161,402	2,797,506	6,546,376	2,683,419	1,314,121	1,315,345

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Beginning in 2022, funding for the Economic Development Corporation and Downtown Management is based on requests submitted by them to the Village.
- Transportation Assistance decreased in 2022 due to lower ridership as a result of the pandemic. The budget for 2023 assumes ridership will go back to pre-pandemic levels.
- Emergency Management includes costs for siren repairs.
- Community Events includes overtime and costs for festivals and events.
- The transfers in 2022 include \$3.8 million to the Equipment Replacement Fund and Risk fund. In 2023 the transfer is to the Major Buildings Fund for the new facility.

POLICE DEPARTMENT

Michael DeVries, Police Chief

Department Overview

Description of Responsibilities and Services

The Police Department is responsible for maintaining civil order and public safety, enforcing the laws, and investigating crime. The police department is broken down into various divisions that allow for effective service delivery to the community. These divisions include:

- **Police Services Management** - responsible for departmental oversight and maintaining CALEA accreditation (nationally accepted policy and procedures)
- **Patrol/Parking Enforcement** - responsible for promoting and enforcing public compliance with ordinances, criminal laws, traffic laws, and parking related issues and enforcement.
- **Investigations/Community Response Team (CRT)** - plainclothes officers that are assigned to investigate crimes reported to the police department and partner with citizens to solve community problems together. Responsibilities include domestic violence prevention and addressing issues that affect the quality of life for residents.
- **Metropolitan Emergency Response and Investigation Team (MERIT)** - made up of (3) Officers that are assigned to the countywide MERIT SWAT team. The Officers assigned to this unit fulfill their full-time duties with the police department and are on-call 24 hours a day to respond to emergency, high-risk calls throughout DuPage County. We also participate in MERIT Major Crimes and MERIT Major Crash Unit (MCU).
- **Training** - responsible for the training of recruit police officers and scheduling in service training for all employees of the department.
- **Community Support/Property Control** - responsible for crime prevention and safety education programs with a special emphasis on children's programs. Property Control is responsible for the security and storage of all evidence obtained from crime scenes. In addition, Property Control is responsible for the return and disposal of all property found that may not be criminal in nature.
- **Police Records** - responsible for efficiently processing all police reports generated, handling citizen requests for information, maintaining CAD computer systems and databases, FOIA requests, and preparing statistics and crime reports needed by State and Federal agencies.

Budget Year Highlights and Objectives

2022 Highlights

- The Police Department obtained re accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA)
- Members of the police management team attended leadership training on diversity, equity & inclusion
- The Police Department implemented body worn cameras for all sworn police officers
- The Police Department implemented a fixed automated license plate reader system at various sites in the Village
- The Police Department updated policies and procedures in compliance with the Criminal Justice Reform Act
- The Police Department conducted a lateral recruitment testing process with an emphasis on hiring a capable and diverse workforce
- The Police Department conducted a promotional process for the rank of Lieutenant
- The Police Department provided public awareness training about on-line, telephone, and in person financial scams
- The Police Department trained all officers on topics related to preventing bias-based policing and building cultural competency.
- The Police Department sent additional officers to advanced Crisis Intervention Team training to enhance verbal de-escalation skills and response to individuals in crisis.
- Members of the Police Department participated in the Countywide DuPage County Metropolitan Emergency Response and Investigations Team (MERIT) to provide specialized emergency response resources throughout DuPage County.
- The Police Department staff partnered with all public and private schools in Downers Grove to monitor school safety drills. Staff observed these drills and worked with school administration to improve the safety of the students.
- The Investigations Unit worked in cooperation with the Metropolitan Emergency Response and Investigations Team (MERIT) and the DuPage Sheriff's Office to investigate internet crimes against children.

2023 Objectives

- The Police Department will send additional officers to advanced Crisis Intervention Team training to enhance verbal de-escalation skills and response to individuals in crisis.
- The Police Department will conduct a recruitment testing process with an emphasis on hiring a capable and diverse workforce.
- One sergeant will attend Northwestern University's School of Police Staff and Command, a 10 week leadership development training course.
- The Police Department will provide advanced evidence training through Northwestern University to enhance our ability to process crime scenes and investigate major crimes.
- The Police Department will provide public awareness training about on-line, telephone, and in person financial scams.



POLICE DEPARTMENT

General Fund Budget Summary

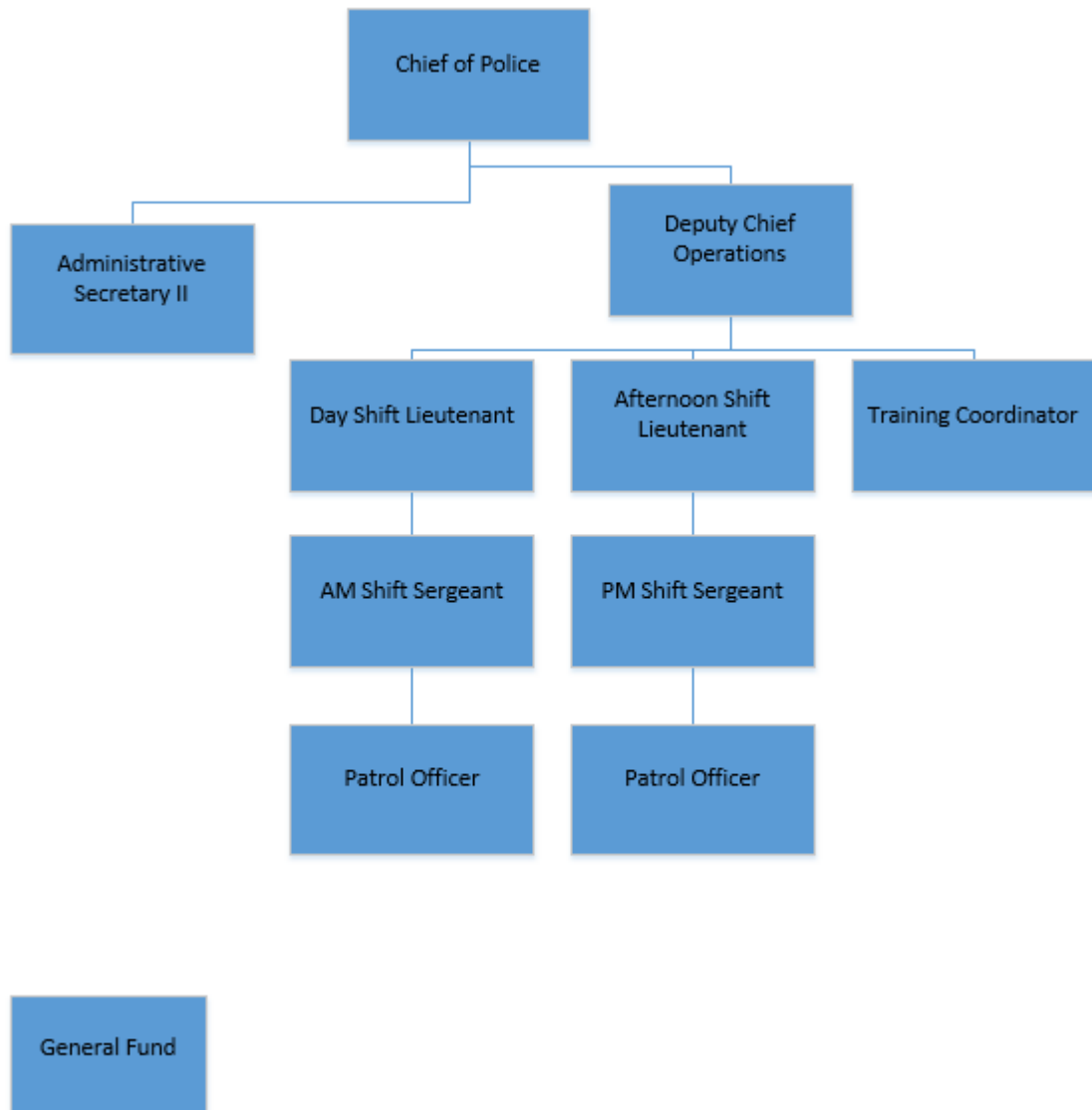
	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	14,361,492	15,901,634	15,732,185	16,075,812	16,488,603	16,929,288
Supplies	203,532	208,260	199,759	206,053	206,053	206,053
Professional Services	1,151,996	1,191,127	1,312,478	1,653,064	1,753,654	1,761,030
Other Services	191,458	205,066	183,692	193,812	174,112	174,412
Claims, Grants, & Debt	1,209,014	910,881	910,881	1,476,941	1,521,249	1,566,886
Controlled Assets	36,951	76,000	71,557	53,700	82,300	53,700
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	17,154,443	18,492,968	18,410,552	19,659,381	20,225,970	20,691,368

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

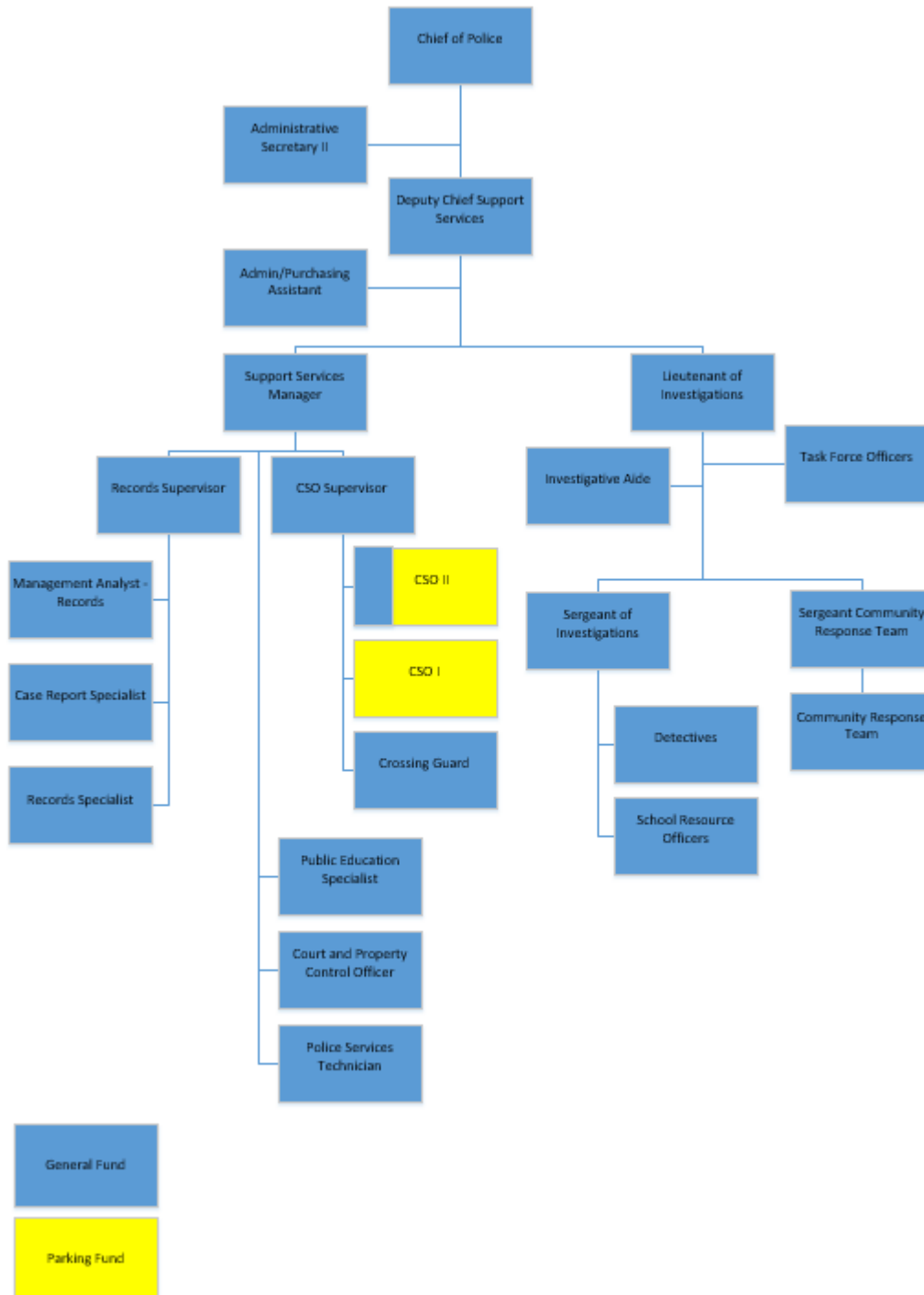
- Personnel includes pension costs which increased by \$21,000 in 2023.
- Supplies includes uniforms and vests, and ammunition and range supplies.
- Professional Services includes payments to Du-Comm for Dispatch services (\$900,000) and also includes training, phone costs, promotional testing and CAD use charges. Costs for two new programs are included in the 2023 budget - Andy Frain Crossing guards (\$250,000) and body worn camera software maintenance (\$194,000).
- Other Services includes maintenance on various department equipment: dispatch system, alarm boards, breathalyzers, cameras, fingerprint system, radar units, etc.; and subscriptions to law enforcement/crime databases.
- Claims, Grants, & Debt fluctuate from year to year due to police department workers compensation costs.



Police Department: Operations



Police Department Support Services



POLICE DEPARTMENT

Staffing Plan

Position Title	2021	2022	2023	Change
Police Chief	1.00	1.00	1.00	-
Deputy Police Chief - Administration	1.00	1.00	1.00	-
Deputy Police Chief - Operations	1.00	1.00	1.00	-
Police Lieutenant	3.00	3.00	3.00	-
Police Sergeant	10.00	10.00	10.00	-
Records Manager	1.00	1.00	1.00	-
Support Services Manager	1.00	1.00	1.00	-
Police Services Technician	-	1.00	1.00	-
Training Coordinator	1.00	1.00	1.00	-
Admin Spec/Purchasing Supervisor	1.00	1.00	1.00	-
Management Analyst-Records	1.00	1.00	1.00	-
Public Education Specialist	1.00	1.00	1.00	-
CSO Supervisor	1.00	1.00	1.00	-
Case Records Specialist	1.00	1.00	1.00	-
Court/Property Control Officer	1.00	1.00	1.00	-
Administrative Secretary II	1.00	1.00	1.00	-
CSO II	2.00	2.00	2.00	-
Investigative Aide	1.00	1.00	1.00	-
Records Specialist	3.00	3.00	3.00	-
CSO I	1.00	1.00	1.00	-
Crossing Guard	3.60	3.60	-	(3.60)
Police Officer	55.00	55.00	55.00	-
Total: Police	91.60	92.60	89.00	(3.60)

Performance Measures

Police	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Calls for Service	25,297	18,214	23,113	23,833		X			
Accidents	1,580	903	1,163	1,050		X			
Vacation House Checks	1,507	819	1,407	1,020		X			
Premise Checks	10,789	8,615	10,357	10,269		X			
Traffic Citations	3,421	839	866	1,329		X			
Traffic Warning Citations	3,910	1,625	1,725	2,777		X			
Child Safety Seat Checks	15	3	23	48		X			
Overnight Parking Citations	1,561	270	485	768		X			
FOIA Requests	657	528	582	691		X			
Participants in Public Education Program	10,725	2,185*	2,574	2,801		X			
*Virtual Night at the Firehouse video campaign									

PUBLIC WORKS DEPARTMENT

Andy Sikich, Public Works Director

Department Overview

Description of Responsibilities and Services

The Public Works Department provides core services that are fundamental to the daily lives of Downers Grove residents and businesses, such as maintenance and management of the water system, traffic signals and signage, streetlights, roads, parking facilities, stormwater and drainage system, trees in the parkways, and the Central Business District.

Additionally, the Public Works Department is responsible for the management and maintenance of the Village's fleet and fuel supply, as well as for administration of the Village's stormwater ordinance, and permitting and inspections of work in the public rights of way.

The Public Works Department is responsible for:

- 233 miles of water main
- 2,800 fire hydrants
- 22,790 parkway trees
- 184 vehicles and other Fleet equipment
- 1,518 streetlights
- 130 miles of storm sewers
- 167 miles of streets

Public Works is budgeted in the General Fund, Capital Fund, Stormwater Fund, Parking Fund, Water Fund, and Fleet Maintenance Fund.

Budget Year Highlights and Objectives

2022 Highlights

- Completed \$3.1 million dollars in stormwater and drainage improvements.
- Completed \$1 million dollars in water system improvements.
- Completed \$5.5 million dollars in street maintenance improvements.
- Completed \$900,000 dollars in sidewalk improvements.
- Continued development of the Department safety training calendar and conducted safety training for personnel.
- Completed maintenance activities of Village owned stormwater facilities and natural areas.
- Partnered with the Conservation Foundation on the community rain barrel and native tree/shrub sale.
- Partnered with the Conservation Foundation and DuPage County for the DuPage River Sweep.
- Planted twelve (12) new bioswales.
- Planted 350 new and replacement parkway trees
- Pruned 2,828 parkway trees as part of a five-year pruning cycle
- Designated as Tree City USA for the 38th year
- Completed inspection and cleaning of 131,105 linear feet of storm sewer pipe
- Cleaned and repaired 657 inlets and 810 catch basins
- Completed twelve cycles of street sweeping
- Completed crosswalks at various locations within the DBD
- Continued outdoor dining areas within the downtown
- Completed meter testing ahead of Village-wide water meter replacement program
- Prepared Neighborhood Traffic Study #8
- Performed over 11,000 utility locates

2023 Objectives

- Complete \$3.5 million dollars in stormwater and drainage improvements.
- Complete \$6.3 million dollars in water system improvements
- Complete \$4.9 million dollars in street maintenance improvements
- Complete \$1.4 million dollars in sidewalk improvements
- Complete \$1.5 million dollars in traffic signal improvements
- Complete parking deck maintenance activities with available funding
- Continued implementation of pedestrian safety enhancements
- Continue to improve accessibility throughout the Village
- Continue environmental efforts including enhancing natural areas, installing bioswales, rain barrel sales and native plant sale.
- Continue crosswalk replacements and perform traffic signal upgrades in the DBD
- Implement recommended improvements from Neighborhood Traffic Study #8, including any updated signage, intersection control, or traffic calming items
- Perform Neighborhood Traffic Study #9
- Complete rehabilitation of the Downers Drive water tower
- Complete rehabilitation of the 71st street emergency backup well

PUBLIC WORKS DEPARTMENT

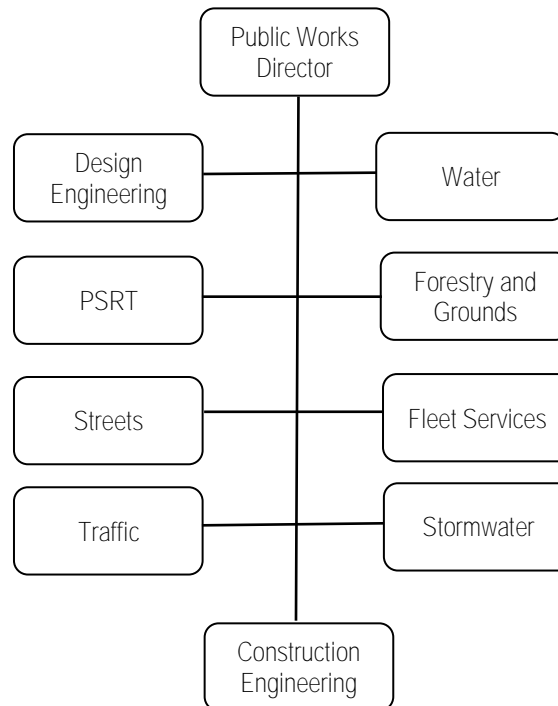
General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	3,009,222	3,093,777	3,057,350	3,484,425	3,548,413	3,614,341
Supplies	455,643	358,150	342,350	403,650	403,650	403,650
Professional Services	143,926	72,094	160,269	73,665	73,915	73,915
Other Services	968,051	1,160,795	1,160,635	1,251,470	1,288,305	1,289,700
Claims, Grants, & Debt	1,383,307	826,908	826,908	1,198,256	1,234,204	1,271,228
Controlled Assets	955	26,500	22,856	54,200	20,500	9,500
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	5,961,103	5,538,224	5,570,368	6,465,666	6,568,987	6,662,334

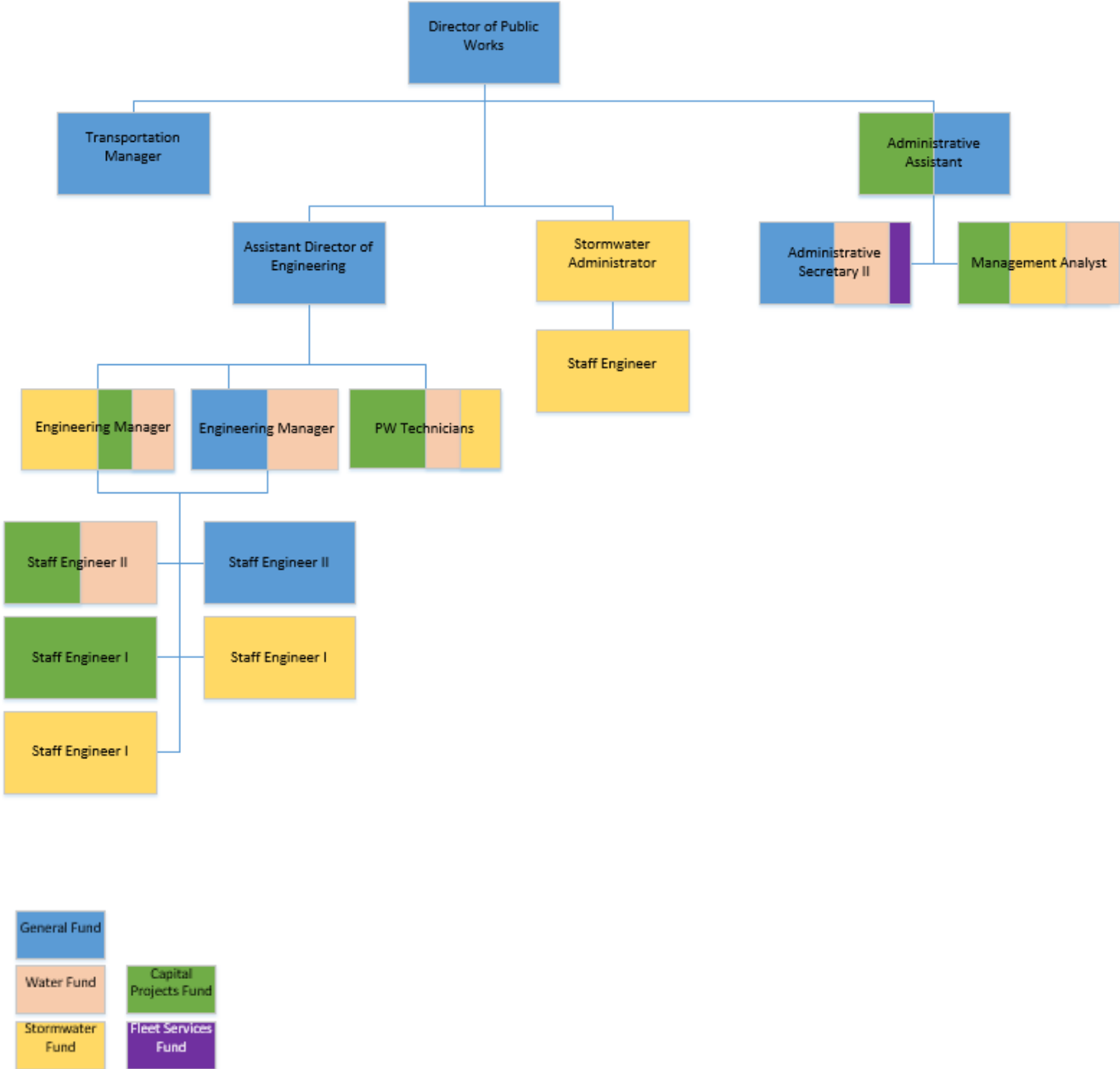
NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Supplies includes expenditures for salt and de-icers (usage varies with the winter weather), materials for landscaping, street repairs and traffic, maintenance supplies, electrical supplies, tools and uniforms.
- Professional Services in 2022 include fees for ERA Consultants (\$45,000) which were needed to fill in for staff vacancies. Since these positions are now filled, this cost will not be needed in 2023. Also, back-up phone circuits have been eliminated due to the increase of cell phone usage. This resulted in a savings of \$60,000 per year.
- Other Services includes Utilities and Contracted services such as: maintenance for street lights and traffic signals; tree pruning, removal and planting; downtown snow removal, and street sweeping and debris hauling.
- Controlled Assets in 2023 includes the purchase of some equipment required for street & sidewalk maintenance.

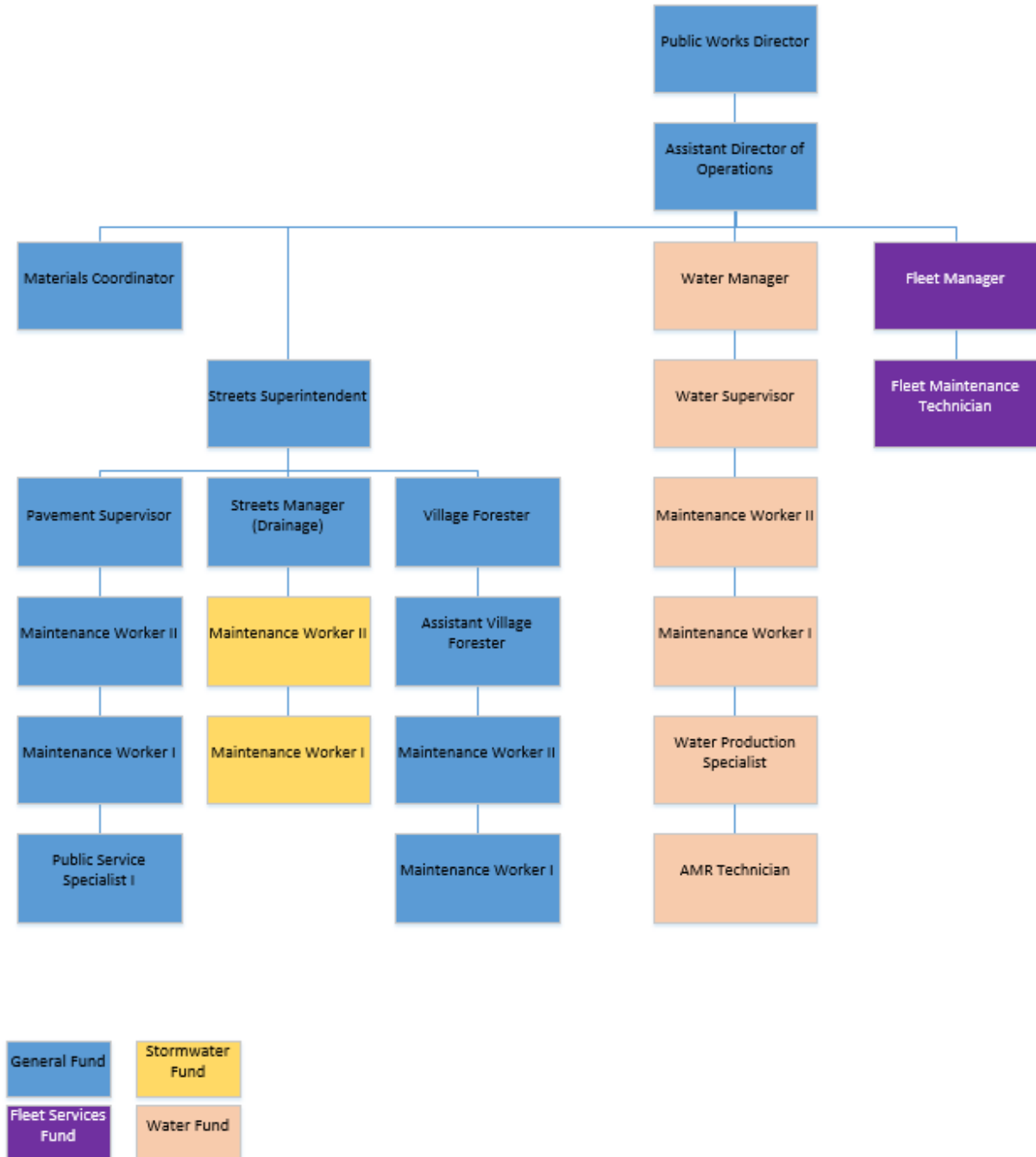
Organization Chart



Public Works: Engineering



Public Works: Operations



PUBLIC WORKS DEPARTMENT

Staffing Plan

Position Title	2021	2022	2023	Change
Public Works Director	1.00	1.00	1.00	-
Assistant Public Works Director	2.00	2.00	2.00	-
Street Superintendent	-	1.00	1.00	-
Transportation Manager	1.00	1.00	1.00	-
Engineering Manager	2.00	2.00	2.00	-
Stormwater Administrator	1.25	1.00	1.00	-
Fleet Services Manager	1.00	1.00	1.00	-
Village Forester	1.00	1.00	1.00	-
Street Division Manager	2.00	1.00	1.00	-
Water Manager	1.00	1.00	1.00	-
Staff Engineer II	4.00	3.00	3.00	-
Staff Engineer I	1.00	2.00	2.00	-
Water Supervisor	1.00	1.00	1.00	-
Public Services Coordinator	1.00	-	-	-
Pavement Supervisor	-	1.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	-
Management Intern	0.50	-	-	-
Customer Service Specialist	-	-	-	-
Administrative Secretary II	2.00	2.00	2.00	-
Seasonal - Engineering	1.00	1.00	1.00	-
Seasonal - Field	2.00	2.00	2.00	-
Public Works Technician	4.00	4.00	4.00	-
Maintenance Worker II	8.00	8.00	8.00	-
CAD Technician	1.00	1.00	1.00	-
Assistant Village Forester	1.00	1.00	1.00	-
Fleet Maintenance Technician	5.00	5.00	5.00	-
Maintenance Worker I	19.00	19.00	19.00	-
Water Production Specialist	1.00	1.00	1.00	-
Materials Coordinator	1.00	1.00	1.00	-
Public Works Technician - AMR	1.00	1.00	1.00	-
Public Service Specialist	2.50	2.50	2.50	-
Management Analyst	-	-	1.00	1.00
Total: Public Works	69.25	68.50	69.50	1.00

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

PUBLIC WORKS DEPARTMENT

PROGRAM INFORMATION

The Department of Public Works' General Fund annual operating budget is divided into 10 different cost centers, referred to as program budgets. The programs are as follows:

- **Public Works Administration:** Provides leadership and management for the Public Works Department
- **Construction Engineering:** Professional engineering support for all Village operations and for CIP projects
- **Design Engineering:** Design for capital projects and technical support for the Transportation Divisions
- **Public Works Training:** All expenses related to training for Public Works employees
- **Supplies and Inventory:** Purchase and maintenance of all tools and small equipment
- **Public Service Response Team:** Response to community-related public service needs, such as animal control services and street light maintenance
- **Forestry and Grounds:** Professional management and maintenance of 23,000 parkway trees and municipal landscaping located on the public right-of-way
- **Street Construction:** Street sweeping and maintenance of Village pavement surfaces, including asphalt, concrete and bricks
- **Traffic:** Responsible for the oversight and coordination of vehicular and pedestrian movements within the Village
- **Snow and Ice Removal:** Funding for equipment, supplies and overtime for snow removal and ice control

Public Works	Performance Measures				Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
	FY19	FY20	FY21	FY22 Projected					
Catch Basins Cleaned	394	576	665	1270		X		X	
Flooding Calls	74	161	94	44		X		X	
Feet of Storm Sewers						X		X	
Cleaned	36,299	49,855	56,740	131,105		X		X	
Televised	36,299	49,855	56,740	131,105		X		X	
Roadside Ditches Under Construction (feet)	8,030	0	7,000	7,000		X		X	
Drainage Structures						X		X	
Repaired	46	54	136	152		X		X	
Installed	42	11	38	49		X		X	
JULIE Locate Requests	12,744	11,153	12,115	11,273		X		X	
Salt Used (tons)	4,708	3,387	4,000	4250		X		X	
Asphalt Paving (tons)	316	360	340	320		X		X	
Concrete Repairs (yards)	30	55	80	85		X		X	
Snow Removal Call Outs	32	26	25	23		X		X	
Snow Plowing (Events When Service Level Met/Total Events)	10 of 10	12 of 12	25 of 25	23 of 23		X			
Parkway Trees						X		X	
Planted	500	303	630	397		X		X	
Pruned	4,309	4,670	4,858	3,492		X		X	
Removed	605	498	420	378		X		X	
Mosquito Abatement Tablets	5,102	4,180	4,180	5,320		X		X	
Special Events Assistance (hours)	785	0	515	507		X	X	X	
Calls to Public Service Response Team	3,308	2,942	2,710	2,245		X		X	
Domestic Animals Handled	192	210	204	145		X			
Wildlife Inquiries Handled	526	498	576	545		X			
Traffic Signs Fabricated and Installed	564	320	468	349		X	X	X	X
Traffic Posts Installed	114	90	151	130		X	X	X	X
Water Service Calls	1,760	1,394	1,600	1,590		X			
Water Main Breaks	71	65	75	80				X	
Total Water Pumpage (gallons)	1,714,646,000	1,703,845,000	1,709,483,000	1,663,188,000	X				

VILLAGE CLERK'S OFFICE

Rosa Berardi, Village Clerk

Department Overview

Description of Responsibilities and Services

The Village Clerk's Office is responsible for maintaining the official records of the Village and all Village Council legislative actions. Responsibilities are to establish and maintain the Village's records management system including ordinances, resolution and plats; publish proceeding of Council meetings; keep an index of all Council proceedings; notice all Village meetings; issue Village licenses and administer the provisions of the Freedom of Information Act to respond to all requests for public information.

The Clerk's Office serves a record management function for the Council and provides information to the public. Through administration of the Open Meetings Act and Freedom of Information Act, the Clerk's Office helps attain a more transparent Village government. The Clerk's office also provides general administrative support to the Village Council, such as training and professional memberships.

Budget Year Highlights and Objectives

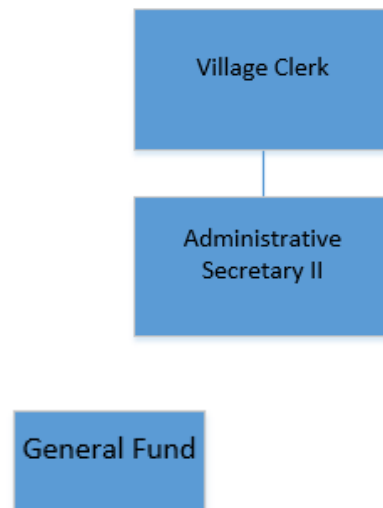
2022 Highlights

- Maintained and archived all official records of the Village
- Records Management – 1.) Performed an overhaul of the 2004 State of Illinois Application for Authority to Dispose of Local Records by requesting the removal of categories no longer pertinent to Village records. .2.) Worked with Village Hall and Public Works departments to dispose of records that have previously been approved for disposal 3.) Started the process to create a new State of Illinois Application for Authority to Dispose of Local Records with current Village records categories
- Participated in the website design selection process
- Maintained and archived all official records of the Village
- Processed and maintained all documents and plats recorded with the DuPage County Recorder and Clerk.
- Processed and issued all licenses pertaining to taxicabs, tree removal, raffle, going-out-of-business, amusement devices, and scavengers.
- Processed and issued solicitation permits.
- Processed and issued raffle licensing.
- Oversaw agenda management for Village Council meetings
- Processed post-Village Council meeting tasks including the preparation of the meeting minutes; obtained the required signatures and certificates of insurance on approved contracts, distributed executed contracts/agreements internally and externally
- Complied with the Open Meetings Act by posting all agendas and meeting minutes for Village Council meetings and Village Boards and Commissions.
- Maintained Council policies
- Served as the local election official for the 2022 Primary Election
- Organized registrar certification training with DuPage County official for Village Hall administrative staff

2023 Objectives

- Continue to work toward the Village's strategic goals of Exceptional Municipal Services and becoming a Steward of Financial & Environmental Sustainability through continued electronic records management and maintenance and evaluating opportunities for the efficient use of resources.

Organization Chart



VILLAGE CLERK'S OFFICE

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	222,016	225,576	233,768	243,458	259,434	265,590
Supplies	559	1,250	1,250	1,250	1,350	1,450
Professional Services	64,292	78,850	78,850	86,250	88,050	89,750
Other Services	156	1,000	1,000	600	600	600
Claims, Grants, & Debt	1,392	4,576	4,576	5,277	5,435	5,598
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	288,414	311,252	319,444	336,835	354,869	362,988

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Professional Services includes costs for dues for DuPage Mayors & Managers, National Civic League, National League of Cities and Illinois Municipal League. It also includes costs for seminars and conferences, transcription of Council meetings and printing services for legal notices and recording fees.
- Claims, Grants & Debt includes Workers Compensation costs which were reduced village wide in 2021 due to exceptional performance in previous years.

Staffing Plan

Position Title	2021	2022	2023	Change
Village Clerk	1.00	1.00	1.00	-
Administrative Secretary II	1.00	1.00	1.00	-
Total: Clerk's Office	2.00	2.00	2.00	-

Performance Measures

Clerk's Office	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
FOIA Requests	540	615	585	550		X			
Total Licenses Processed	43	47	47	77		X			



VILLAGE MANAGER'S OFFICE

David Fieldman, Village Manager

Department Overview



Description of Responsibilities and Services

The Village Manager's Office is responsible for directing the operations of all Village Departments to meet the vision, strategies and policies of the Village Council, including oversight of the completion of annual High Priority Action Items. The Village Manager, with the assistance of department staff, follows the direction of the seven-member Village Council, which sets policy that guides operations.

In addition, the Village Manager's Office staff oversees or participates in special projects and conducts research and analysis regarding issues affecting the Village.

The Village Manager's Office is the primary liaison to other governmental and quasi-governmental agencies, including the Park District, School Districts, Economic Development Corporation, and Chamber of Commerce.

Budget Year Highlights and Objectives

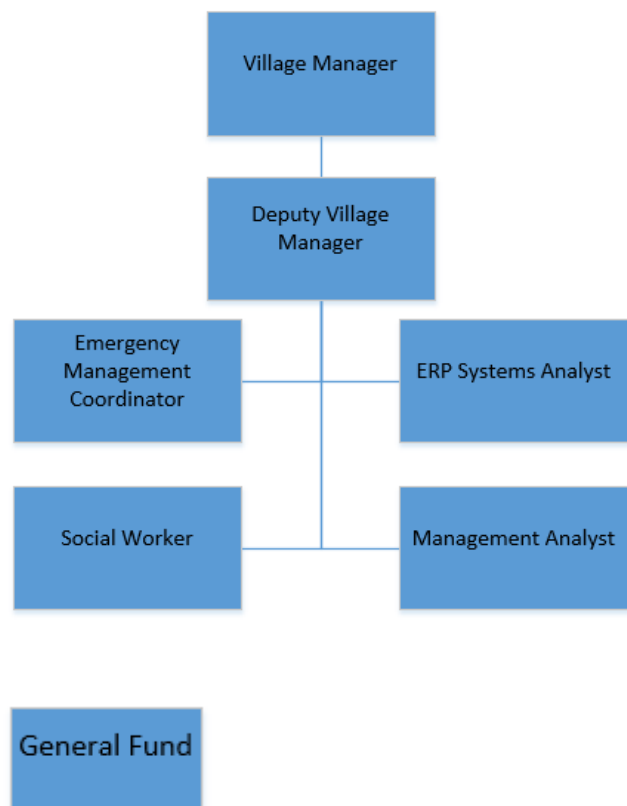
2022 Highlights

- Approved and began implementation of the Facilities Replacement and Sustainability Plan, including the following actions:
 - Approved schematic design and design development
 - Approved rezoning of the property, following neighborhood meeting and received unanimous Plan Commission recommendation
 - Approved tax increment financing (TIF) ordinance
 - Approved intergovernmental agreement with District 58
 - Issued bonds and secured all project financing
- Commenced Construction of the Civic Center Project
- Assisted in recruitment of new EDC Executive Director
- Negotiated Contract extension for Solid Waste Removal with Republic Services
- Developed Social Services Referral Program and Social Services Gap Report
- Negotiated Sales Tax Rebate with Pugi for a new Genesis Car Dealership
- Supported implementation of the new enterprise resource planning (ERP) system for Finances, Utility Billing, Permits & Code Enforcement and Human Resources.

2023 Objectives

- Manage construction of the Civic Center Project
- Prepare transition plan to Civic Center Facility
- Prepare and release a request for proposal (RFP) for sale and redevelopment of Lot 2 of the Civic Center property.
- Negotiate Collective Bargaining Agreement with Firefighters Union Local 3234
- Support continued implementation of the Enterprise Resource Planning (ERP) system.

Organization Chart



VILLAGE MANAGER'S OFFICE

General Fund Budget Summary

	FY2021 Actual	FY2022 Budget	FY2022 Estimate	2023 Adopted	FY2024 Projection	FY2025 Projection
Personnel	668,213	763,459	762,742	909,366	930,771	952,819
Supplies	1,325	1,000	1,000	1,000	1,100	1,100
Professional Services	7,401	13,400	13,400	13,700	13,700	13,700
Other Services	606	600	600	600	600	600
Claims, Grants, & Debt	9,480	22,567	22,567	23,626	24,335	25,065
Controlled Assets	-	-	-	-	-	-
Capital Assets	-	-	-	-	-	-
Other Financial Uses	-	-	-	-	-	-
Total Expenses	687,025	801,026	800,309	948,292	970,506	993,284

NOTEWORTHY CHANGES FROM FY22 AND OTHER EXPLANATIONS

- Personnel includes costs for an ERP Systems Administrator beginning in 2023.
- Claims, Grants & Debt includes Workers Compensation costs which were reduced village wide in 2021 due to exceptional performance in previous years.

Staffing Plan

Position Title	2021	2022	2023	Change
Village Manager	1.00	1.00	1.00	-
Deputy Village Manager	1.00	1.00	1.00	-
Emergency Mgmt Coordinator	1.00	1.00	1.00	-
Assistant to the Village Manager	1.00	-	-	-
Management Analyst	1.00	2.00	2.00	-
Social Worker	-	1.00	1.00	-
Administrative Secretary I	0.50	-	-	-
ERP Systems Administrator	-	-	1.00	1.00
Total: Manager's Office	5.50	6.00	7.00	1.00

Performance Measures

Manager's Office	FY19	FY20	FY21	FY22 Projected	Steward of Financial and Environmental Sustainability	Exceptional Municipal Services	Strong, Diverse Local Economy	Top Quality Infrastructure	Continual Innovation
Meetings of Council	32	30	32	33	X	X	X	X	X

COMMUNITY INVESTMENT PROGRAM (CIP)

OVERVIEW

The Village is responsible for the construction and maintenance of important infrastructure such as: roads, watermains and stormwater facilities; as well as the maintenance of Village buildings, machinery and equipment. The programs to construct and maintain these types of assets are known as capital programs. This document is the Village's plan for capital improvements for the five-year period between FY23 and FY27. The CIP includes a summary of all major capital improvements planned over the next five years, including a specific description and cost summary of each project and a summary of the funding sources for each of the projects.

The first year of the Community Investment Program will serve as the Capital Budget for FY23. The remaining four years are for planning purposes and will be reviewed and adjusted in scope and priority to meet the community's needs. Development and approval of the Annual Budget assures adequate review of capital needs and proper investment to the Village's infrastructure. The long-range view serves to eliminate surprises and helps provide time for proper planning to stabilize funding of necessary capital projects.

The CIP identifies projects for the next five years and beyond that total \$187.3 million. Projects in FY23 amount to \$61,140,693. (These amounts reflect total expenditures before any grant funding received and includes \$43.7 million for the Civic Center project.)

CIP Criteria

Projects included in the CIP meet the following criteria:

- The project has a minimum value of \$25,000.
- The project has useful life of longer than two years.
- The project results in a fixed asset.
- If the project is an engineering study, it leads to a capital program.

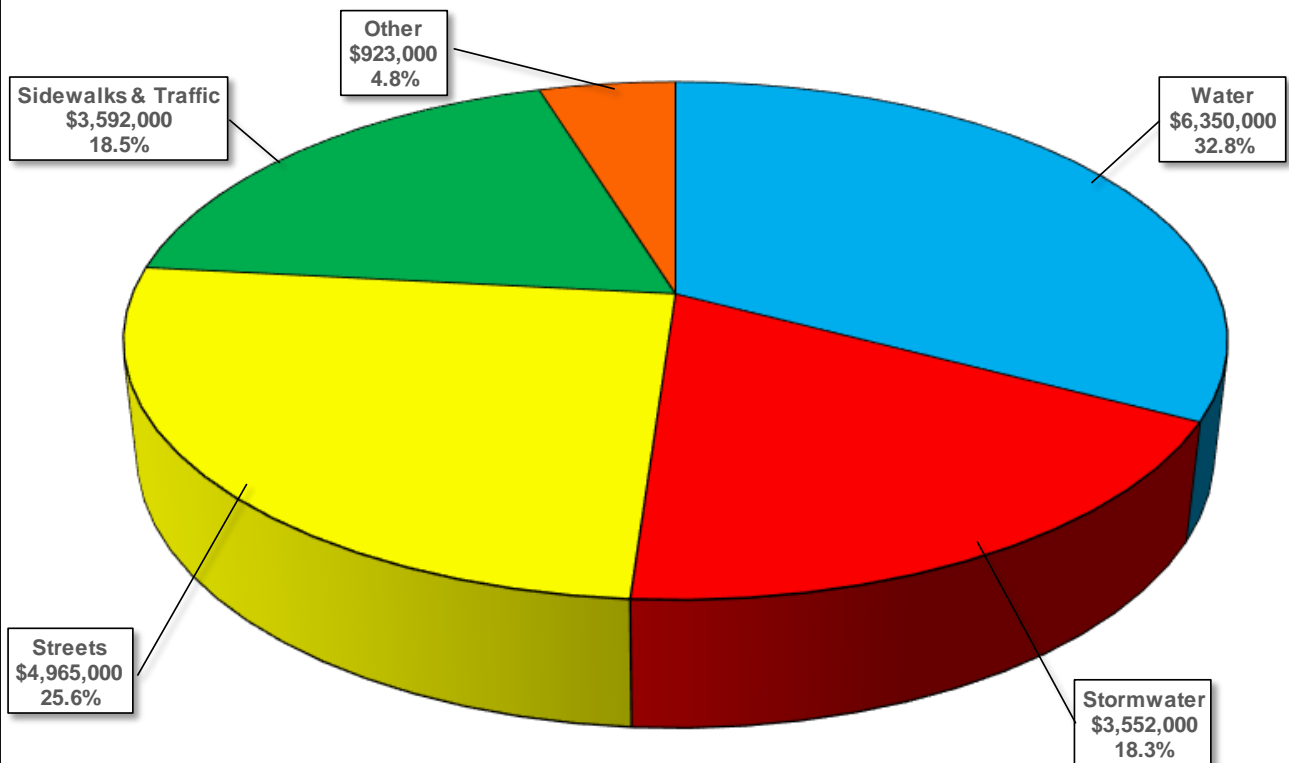
Capital projects include costs in six main categories which include:

- Professional Services
- Land Acquisition
- Infrastructure Improvements
- Building Improvements
- Machinery and Equipment
- Other/Miscellaneous

COMMUNITY INVESTMENT PROGRAM (CIP)

The FY23 Capital Budget is categorized by program and fund. Capital projects in the Capital Fund, Municipal Buildings Fund, and Ogden Avenue TIF funds are broken down by programs. Capital Projects for the Enterprise Funds (Stormwater, Water and Parking) are contained in program 394. The chart below shows the percentage investment in each category for FY23.

FY23 Capital Budget by Major Program Type \$19.38 Million



NOTE: The chart above does not include the \$43.7 million for the Civic Center project.

COMMUNITY INVESTMENT PROGRAM (CIP)

Description of Programs

Program 142 – Major Buildings

This program provides for the improvement of the Village's larger buildings such as Village Hall, the Police Department, Public Works Facility and Fire Stations. Large component replacements (over \$25,000) and repairs are also included in this program.

Program 261 – Finance

This program provides for the purchase of the Village's enterprise software.

Program 335 – Forestry

This program involves the removal and replacement of ash trees infested with EAB, and the preventative treatment of healthy ash trees.

Program 341 – Sidewalks

This program serves to fund the annual removal and replacement of existing sidewalk and rehabilitation of sidewalk tripping hazards as well as sidewalk which has cracked into more than three pieces or is otherwise beyond its useful life. The Village maintains over 5 million square feet (SF) of sidewalk which has a life expectancy of 50 to 100 years. This program also funds any new sidewalk segments, accessibility improvements, and crosswalk maintenance. Some funds for this program are placed into the Capital Projects Fund by developers and builders who pay a fee in lieu of installing required sidewalk.

Program 342 – Streets

Much of funding for this program comes from the Motor Fuel Tax Fund. The primary project in this fund is the Annual Roadway Maintenance Program, which encompasses resurfacing, crack sealing and preventative (slurry) seal of existing pavement. This program also includes an average of one or two complete reconstruction projects and resurfacing.

Program 344 – Traffic

Traffic continues to be one of the concerns foremost in the community's mind. Improvements, which reduce congestion and improve safety, are contained within this program. The most common type of project is a traffic signal replacement, which, owing to modern technology, generally fulfills these goals.

Program 345 – Bikeways

Implementation of the Village's Bikeway Plan is the focus of this program.

Program 361 – Fleet Services

This program contains expenditures for Fleet Management Software .

Program 394 – Capital Projects-Enterprise Funds

This program contains all capital projects in the Village's Enterprise Funds-Stormwater, Water and Parking.

Program 665 – Parking Enforcement

This program contains expenditures for the camera system in the parking deck.

COMMUNITY INVESTMENT PROGRAM (CIP)

Funding Source Summary

Listed below is a summary of the funding sources available for the projects included in the Community Investment Program.

Fund 102 – Motor Fuel Tax Fund

Income to this fund comes from the Village's share of the excise tax on motor fuel. In addition, the Village received \$3.2 million in Rebuild Illinois funds between 2020 and 2022 which will be used on Roadway projects over the next four years

Fund 110 – Ogden Avenue Tax Increment Financing (TIF) Fund

The Ogden Avenue TIF District Fund was established to provide a means to revitalize the properties on Ogden Avenue within the district boundaries. Tax assessments were frozen with the expectation that investment in the area would spur redevelopment thereby raising property values. The difference between the increased assessment and that figure when frozen is called the increment.

Fund 220 – Capital Projects Fund

This fund derives its revenue from multiple sources including the home rule sales tax, property tax, telecommunications tax and developer contributions for sidewalks.

Fund 223 – Municipal Buildings Fund

This fund will be used to specifically track the expenditures associated with the Civic Center Project. With a total project budget of \$60.4 million, the new facility will be paid for with \$24.0 million cash and a bond issuance of \$36.0 million plus bond issuance costs. Funding sources for the bond payments include the sale of land, plus property taxes generated by development, Capital Project Fund revenue, gasoline taxes, and property taxes currently supporting Fire Station #2 debt service.

Fund 443 – Stormwater Fund

This fund has been established to track expenditures associated with the maintenance and expansion of the stormwater collection, storage and conveyance system. Revenues come from a stormwater fee, billed to all property owners in Downers Grove on the total amount (in square footage) of impervious area on each parcel.

Fund 471 – Parking Fund

Daily and Monthly parking fees are the main sources of income for this fund for maintenance and improvement of the parking lots.

Fund 481 – Water Fund

Revenues in this fund come from the sale of water, and a fixed fee, which is based on the size of the meter. In addition to paying for water from the DuPage Water Commission, revenues are used to maintain the water infrastructure.

Grants/Other Sources

The Village is constantly reviewing all available grant monies. Generally a formal application, review, and award process is followed with each grantor following their (frequently legislatively-mandated) evaluation and ranking process. The DuPage Mayor's and Manager's Conference is one such grantor. They distribute the regional share of Federal Highway Trust Funds. Other agencies include FEMA and the Environmental Protection Agency.

COMMUNITY INVESTMENT PROGRAM (CIP)

FY 2023 Community Investment Program Project List sorted by Program

Project Description		FY 2023 Projected
Program 142 - Major Buildings		
MB-043	Facility Improvements/Maintenance - Fire Stations	120,000
MB-052	Facility Improvements/Maintenance - Public Works	167,000
MB-054	Facility Improvements/Maintenance - Train Stations	60,000
MB-056	Facility Improvements/Maintenance - Fleet Services	150,000
MB-100	Emergency Repair Project Contingency	75,000
MB-101	Civic Center Project	43,687,800
	Totals:	44,259,800
Program 261 - Finance		
FN-002	Enterprise Resource Planning System (ERP)	260,000
	Totals:	260,000
Program 335 - Forestry		
FO-001	Emerald Ash Borer (EAB) Eradication	76,000
	Totals:	76,000
Program 341 - Sidewalks		
S-006	Replacement/Rehabilitation Sidewalk Program	500,000
S-007	DBD Crosswalk & Accessibility Upgrades	550,000
S-008	Right-of-Way Accessibility Improvements	400,000
S-013	Linda Kunze Plaza / Main Street Train Station	25,000
	Totals:	1,475,000
Program 342 - Streets		
ST-004	Roadway Maintenance Program	3,985,000
ST-056	Pavement Condition Assessment Upgrade	100,000
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	365,000
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	465,000
ST-062	Fairview Business District Street and Lighting Improvements	50,000
	Sub Totals:	4,965,000
<u>Rebuild Illinois Funding</u>		
ST-004	Roadway Maintenance Program	(1,082,420)
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	(110,902)
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	(135,514)
<u>Grants Approved</u>		
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	(254,098)
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	(329,486)
	Totals:	3,052,580

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

COMMUNITY INVESTMENT PROGRAM (CIP)

FY 2023 Community Investment Program Project List sorted by Program

Project Description		FY 2023 Projected
Program 344 - Traffic		
TR-023	Pavement Striping Maintenance	150,000
TR-024	Neighborhood Traffic Management	65,000
TR-030	Traffic Signal Modernization, Annual Element	500,000
TR-033	Pedestrian Safety Enhancements	327,000
TR-034	Main Street DBD Traffic Signal Upgrades	1,075,000
	Totals:	2,117,000
Parking		
P-013	Parking Deck Maintenance	15,000
	Totals:	15,000
Stormwater		
SW-051	Neighborhood Drainage Improvements Cost-Share Program	90,000
SW-069	Green Streets/Sustainable Storm Water Program	40,000
SW-070	Storm Sewer Replacement, Annual Element	350,000
SW-073	Downtown Water Quality Improvements	77,000
SW-092	Streambank Improvements, St Joseph Creek, Main Branch	75,000
SW-093	Stormwater Capital Improvements - Fairview at BNSF Railroad Tracks	115,000
SW-097	Stormwater Capital Improvements - Sherwood Ave & Chicago Ave	640,000
SW-098	Stormwater Capital Improvements - Curtiss St & Glenview Ave	700,000
SW-099	Stormwater Capital Improvements - Shady Ln, 41st St, Roslyn Area	900,000
SW-100	Stormwater Capital Improvements - 6th St & Fairview Ave	500,000
SW-101	Stormwater Capital Improvements - Blodgett Ave; Summit St to Randall St	10,000
SW-102	Stormwater Capital Improvements - Washington Street	5,000
SW-103	Stormwater Capital Improvements - St. Joseph Creek; Hill St to 55th St	50,000
	Sub Totals:	3,552,000
Grants Approved		
SW-073	Downtown Water Quality Improvements	(16,687)
	Totals:	3,535,313
Water		
WA-028	Watermain Replacement, Annual Element	2,000,000
WA-041	Lead Service Line Replacement	200,000
WP-010	Water Facility Maintenance, Annual Element	125,000
WP-011	Existing Well Rehab	1,325,000
WP-018	SCADA System Maintenance	100,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	2,600,000
	Totals:	6,350,000
	Total Project Costs	63,069,800
	Offset by Grants	(1,929,107)
	Grand Total (All projects)	61,140,693

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Program Project List sorted by Fund

Fiscal Year 2023 Adopted Budget

Project Description	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	Future Yrs Planned	TOTAL
FUND 220 - Capital Projects Fund							
FL-002 Fleet Fuel System Maintenance			75,000	550,000			625,000
FN-002 Enterprise Resource Planning System (ERP)	260,000						260,000
FO-001 Emerald Ash Borer (EAB) Eradication	76,000	50,000	38,000				164,000
MB-043 Facility Improvements/Maintenance - Fire Stations	120,000	25,000					145,000
MB-052 Facility Improvements/Maintenance - Public Works	167,000	180,000	40,000				387,000
MB-054 Facility Improvements/Maintenance - Train Stations	60,000	50,000					110,000
MB-056 Facility Improvements/Maintenance - Fleet Maintenance	150,000		15,000				165,000
MB-100 Emergency Repair Project Contingency	75,000	50,000	50,000	50,000	50,000	75,000	350,000
S-006 Replacement/Rehabilitation Sidewalk Program	500,000	500,000	500,000	350,000	350,000		2,200,000
S-007 DBD Crosswalk & Accessibility Upgrades	550,000	100,000	100,000	100,000	100,000	600,000	1,550,000
S-008 Right of Way Accessibility Improvements	400,000	200,000	200,000	200,000	200,000		1,200,000
S-013 Linda Kunze Plaza / Main Street Train Station	25,000	50,000	525,000				600,000
ST-004 Roadway Maintenance Program	752,580	1,840,000	2,390,000	2,390,000	2,500,000		9,872,580
ST-045 IDOT Bridge Compliance Improvements		100,000					100,000
ST-056 Pavement Condition Assessment Upgrade	75,000						75,000
ST-058 Roadway Reconstruction Program		750,000	750,000		750,000		2,250,000
ST-062 Fairview Business District Street and Lighting Improvements	50,000	50,000	100,000	1,250,000			1,450,000
ST-063 Roadway Resurfacing (LAFO) 39th St., Highland to Fairview		675,000					675,000
TR-023 Pavement Striping Maintenance	150,000	150,000	150,000	150,000	150,000		750,000
TR-024 Neighborhood Traffic Management	65,000	65,000	65,000	65,000	65,000		325,000
TR-030 Traffic Signal Modernization, Annual Element	500,000	250,000	250,000	100,000	100,000		1,200,000
TR-033 Pedestrian Safety Enhancements	205,000	2,077,761	1,568,640				3,851,401
TR-034 Main Street DBD Traffic Signal Upgrades	1,075,000						1,075,000
BW-005 31st Street Bike Path						87,500	87,500
Sub Totals:	5,255,580	7,162,761	6,816,640	5,205,000	4,265,000	762,500	29,467,481
<u>Grants Anticipated</u>							
ST-063 Roadway Resurfacing (LAFO) 39th St., Highland to Fairview		(322,726)					(322,726)
<u>Grants Approved</u>							
TR-033 Pedestrian Safety Enhancements STP		(1,471,932)	(905,548)				(2,377,480)
Totals:	5,255,580	5,368,103	5,911,092	5,205,000	4,265,000	762,500	26,767,275
FUND 223 - Major Buildings Fund							
MB-101 Civic Center Project	43,687,800	7,801,495					51,489,295
Totals:	43,687,800	7,801,495	-	-	-	-	51,489,295
FUND 443 - Stormwater Fund							
SW-051 Neighborhood Drainage Improvements Cost-Share Program	90,000	90,000	90,000	90,000	90,000		450,000
SW-069 Green Streets/Sustainable Storm Water Program	40,000	40,000	45,000	45,000	50,000		220,000
SW-070 Storm Sewer Replacement, Annual Element	350,000	750,000	750,000	750,000	750,000		3,350,000
SW-073 Downtown Water Quality Improvements	77,000	50,000	50,000	50,000	50,000		277,000
SW-086 Future Drainage and Floodplain Improvements			500,000	2,500,000	2,500,000		5,500,000
SW-088 Streambank Improvements, St Joseph Creek, South Branch						2,000,000	2,000,000
SW-090 St. Joseph Creek - Downtown Pipe Improvements			2,000,000			5,000,000	7,000,000
SW-091 Prentiss Creek Stream Corridor Improvements			800,000	800,000	25,000		1,625,000
SW-092 Streambank Improvements, St Joseph Creek, Main Branch	75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000
SW-093 Stormwater Capital Improvements - Fairview Ave at BNSF Tracks	115,000						115,000
SW-097 Stormwater Capital Improvements - Sherwood Ave & Chicago Ave	640,000						640,000
SW-098 Stormwater Capital Improvements - Curtiss St & Glenview Ave	700,000						700,000
SW-099 Stormwater Capital Improvements - Shady Ln, 40th St, Roslyn Area	900,000	950,000					1,850,000
SW-100 Stormwater Capital Improvements - 6th St & Fairview Ave	500,000	300,000					800,000
SW-101 Stormwater Capital Improvements - Blodgett Ave, Summit St to Randall St	10,000	725,000					735,000
SW-102 Stormwater Capital Improvements - Washington Street	5,000	500,000					505,000
SW-103 Stormwater Capital Improvements - St. Joseph Creek, Hill St to 55th St	50,000	500,000	20,000	20,000			590,000
Sub Totals:	3,552,000	3,980,000	4,330,000	4,330,000	3,545,000	10,500,000	30,237,000
<u>Grants Approved</u>							
SW-073 Storm Sewer Replacement, Annual Element	(16,687)						(16,687)
Totals:	3,535,313	3,980,000	4,330,000	4,330,000	3,545,000	10,500,000	30,220,313

Fiscal Year 2023 Adopted Budget

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Program Project List sorted by Fund

Project Description		Projected	Projected	Projected	Projected	Projected	Planned	TOTAL
FUND 481 Water Fund								
WA-028	Watermain Replacement, Annual Element	2,000,000	3,800,000	3,800,000	3,800,000	3,800,000		17,200,000
WA-041	Lead Service Line Replacement	200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000
WP-010	Water Facility Maintenance, Annual Element	125,000	125,000	125,000	125,000	125,000		625,000
WP-011	Existing Well Rehab	1,325,000	2,200,000					3,525,000
WP-018	SCADA System Maintenance	100,000						100,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	2,600,000	975,000				1,350,000	4,925,000
WP-023	Water Meter Replacement Village Wide						6,000,000	6,000,000
	Totals:	6,350,000	7,300,000	4,125,000	4,125,000	5,925,000	39,350,000	67,175,000
FUND 471 - Parking Fund								
P-010	Parking Lot Improvements, Annual Element		60,000	60,000	60,000	65,000		245,000
P-013	Parking Deck Maintenance	15,000	210,000	420,000	250,000	325,000		1,220,000
ST-056	Pavement Condition Assessment Upgrade	25,000						25,000
	Totals:	40,000	270,000	480,000	310,000	390,000	-	1,490,000
FUND 102 - Motor Fuel Tax Fund								
ST-004	Roadway Maintenance Program	3,232,420	2,250,000	1,800,000	1,800,000	1,800,000		10,882,420
ST-060	Roadway Resurfacing (LAFO) 71st Street, W Village Limit to Dunham	365,000						365,000
ST-061	Roadway Resurfacing (LAFO) Woodward, 63rd Street to S Village Limit	465,000						465,000
	Sub Totals:	4,062,420	2,250,000	1,800,000	1,800,000	1,800,000	-	11,712,420
Rebuild Illinois Funding								
ST-004	Roadway Maintenance Program	(1,082,420)						(1,082,420)
ST-060	Roadway Resurfacing (LAFO) 71st Street, W Village Limit to Dunham	(110,902)						(110,902)
ST-061	Roadway Resurfacing (LAFO) Woodward, 63rd Street to S Village Limit	(135,514)						(135,514)
Grants Approved								
ST-060	Roadway Resurfacing (LAFO) 71st Street, W Village Limit to Dunham	(254,098)						(254,098)
ST-061	Roadway Resurfacing (LAFO) Woodward, 63rd Street to S Village Limit	(329,486)						(329,486)
	Totals:	2,150,000	2,250,000	1,800,000	1,800,000	1,800,000	-	9,800,000
FUND 110 OGDEN AVENUE TIF								
TR-033	Pedestrian Safety Enhancements	122,000	200,000					322,000
	Totals:	122,000	200,000	-	-	-	-	322,000
	Grand Total (All Projects):	61,140,693	27,169,598	16,646,092	15,770,000	15,925,000	50,612,500	187,263,883

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Program Project List sorted by Program

	Project Description	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	Future Yrs Planned	TOTAL
Program 142 - Major Buildings								
MB-043	Facility Improvements/Maintenance - Fire Stations	120,000	25,000					145,000
MB-052	Facility Improvements/Maintenance - Public Works	167,000	180,000	40,000				387,000
MB-054	Facility Improvements/Maintenance - Train Stations	60,000	50,000					110,000
MB-056	Facility Improvements/Maintenance - Fleet Services	150,000		15,000				165,000
MB-100	Emergency Repair Project Contingency	75,000	50,000	50,000	50,000	50,000	75,000	350,000
MB-101	Civic Center Project	43,687,800	7,801,495					51,489,295
	Totals:	44,259,800	8,106,495	105,000	50,000	50,000	75,000	52,646,295
Program 261 - Finance								
FN-002	Enterprise Resource Planning System (ERP)	260,000						260,000
	Totals:	260,000	-	-	-	-	-	260,000
Program 335 - Forestry								
FO-001	Emerald Ash Borer (EAB) Eradication	76,000	50,000	38,000				164,000
	Totals:	76,000	50,000	38,000	-	-	-	164,000
Program 341 - Sidewalks								
S-006	Replacement/Rehabilitation Sidewalk Program	500,000	500,000	500,000	350,000	350,000		2,200,000
S-007	DBD Crosswalk & Accessibility Upgrades	550,000	100,000	100,000	100,000	100,000	600,000	1,550,000
S-008	Right-of-Way Accessibility Improvements	400,000	200,000	200,000	200,000	200,000		1,200,000
S-013	Linda Kunze Plaza / Main Street Train Station	25,000	50,000	525,000				600,000
	Totals:	1,475,000	850,000	1,325,000	650,000	650,000	600,000	5,550,000
Program 342 - Streets								
ST-004	Roadway Maintenance Program	3,985,000	4,090,000	4,190,000	4,190,000	4,300,000		20,755,000
ST-045	IDOT Bridge Compliance Improvements		100,000					100,000
ST-056	Pavement Condition Assessment Upgrade	100,000						100,000
ST-058	Roadway Reconstruction Program		750,000	750,000		750,000		2,250,000
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	365,000						365,000
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	465,000						465,000
ST-062	Fairview Business District Street and Lighting Improvements	50,000	50,000	100,000	1,250,000			1,450,000
ST-063	Roadway Resurfacing (LAFO) 39th ST., Highland to Fairview		675,000					675,000
	Sub Totals:	4,965,000	5,665,000	5,040,000	5,440,000	5,050,000	-	26,160,000
Rebuild Illinois Funding								
ST-004	Roadway Maintenance Program	(1,082,420)						(1,082,420)
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	(110,902)						(110,902)
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	(135,514)						(135,514)
Grants Anticipated								
ST-063	Roadway Resurfacing (LAFO) 39th ST., Highland to Fairview		(322,726)					(322,726)
Grants Approved								
ST-060	Roadway Resurfacing (LAFO) 71st St; W Village Limit to Dunham Rd	(254,098)						(254,098)
ST-061	Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit	(329,486)						(329,486)
	Totals:	3,052,580	5,342,274	5,040,000	5,440,000	5,050,000	-	23,924,854

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

COMMUNITY INVESTMENT PROGRAM (CIP)

Community Investment Program Project List sorted by Program

Project Description		FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	Future Yrs Planned	TOTAL
Program 344 - Traffic								
TR-023	Pavement Striping Maintenance	150,000	150,000	150,000	150,000	150,000		750,000
TR-024	Neighborhood Traffic Management	65,000	65,000	65,000	65,000	65,000		325,000
TR-030	Traffic Signal Modernization, Annual Element	500,000	250,000	250,000	100,000	100,000		1,200,000
TR-033	Pedestrian Safety Enhancements	327,000	2,277,761	1,568,640				4,173,401
TR-034	Main Street DBD Traffic Signal Upgrades	1,075,000						1,075,000
	Sub Totals:	2,117,000	2,742,761	2,033,640	315,000	315,000	-	7,523,401
Grants Approved								
TR-033	Pedestrian Safety Enhancements		(1,471,932)	(905,548)				(2,377,480)
	Totals:	2,117,000	1,270,829	1,128,092	315,000	315,000	-	5,145,921
Program 345 - Bikeways								
BW-005	31st Street Bike Path						87,500	87,500
	Totals:	-	-	-	-	-	87,500	87,500
Program 361 - Fleet Services								
FL-002	Fleet Fuel System Maintenance			75,000	550,000			625,000
	Totals:	-	-	75,000	550,000	-	-	625,000
Program 394 - Capital Projects								
P-010	Parking Lot Improvements, Annual Element		60,000	60,000	60,000	65,000		245,000
P-013	Parking Deck Maintenance	15,000	210,000	420,000	250,000	325,000		1,220,000
SW-051	Neighborhood Drainage Improvements Cost-Share Program	90,000	90,000	90,000	90,000	90,000		450,000
SW-069	Green Streets/Sustainable Storm Water Program	40,000	40,000	45,000	45,000	50,000		220,000
SW-070	Storm Sewer Replacement, Annual Element	350,000	750,000	750,000	750,000	750,000		3,350,000
SW-073	Downtown Water Quality Improvements	77,000	50,000	50,000	50,000	50,000		277,000
SW-086	Future Drainage and Floodplain Improvements			500,000	2,500,000	2,500,000		5,500,000
SW-088	Streambank Improvements, St Joseph Creek, South Branch						2,000,000	2,000,000
SW-090	St. Joseph Creek - Downtown Pipe Improvements			2,000,000			5,000,000	7,000,000
SW-091	Prentiss Creek Stream Corridor Improvements			800,000	800,000	25,000		1,625,000
SW-092	Streambank Improvements, St Joseph Creek, Main Branch	75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000
SW-093	Stormwater Capital Improvements - Fairview at BNSF Railroad Tracks	115,000						115,000
SW-097	Stormwater Capital Improvements - Sherwood Ave & Chicago Ave	640,000						640,000
SW-098	Stormwater Capital Improvements - Curtiss St & Glenview Ave	700,000						700,000
SW-099	Stormwater Capital Improvements - Shady Ln, 41st St, Roslyn Area	900,000	950,000					1,850,000
SW-100	Stormwater Capital Improvements - 6th St & Fairview Ave	500,000	300,000					800,000
SW-101	Stormwater Capital Improvements - Blodgett Ave; Summit St to Randall St	10,000	725,000					735,000
SW-102	Stormwater Capital Improvements - Washington Street	5,000	500,000					505,000
SW-103	Stormwater Capital Improvements - St. Joseph Creek; Hill St to 55th St	50,000	500,000	20,000	20,000			590,000
WA-028	Watermain Replacement, Annual Element	2,000,000	3,800,000	3,800,000	3,800,000	3,800,000		17,200,000
WA-041	Lead Service Line Replacement	200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000
WP-010	Water Facility Maintenance, Annual Element	125,000	125,000	125,000	125,000	125,000		625,000
WP-011	Existing Well Rehab	1,325,000	2,200,000					3,525,000
WP-018	SCADA System Maintenance	100,000						100,000
WP-019	Water Storage Tank Rehabilitation & Maintenance	2,600,000	975,000				1,350,000	4,925,000
WP-023	Water Meter Replacement Village Wide						6,000,000	6,000,000
	Sub Totals:	9,917,000	11,550,000	8,935,000	8,765,000	9,860,000	49,850,000	98,877,000
Grants Approved								
SW-073	Downtown Water Quality Improvements		(16,687)					(16,687)
	Totals:	9,900,313	11,550,000	8,935,000	8,765,000	9,860,000	49,850,000	98,860,313
	Grand Total (All Projects):	61,140,693	27,169,598	16,646,092	15,770,000	15,925,000	50,612,500	187,263,883

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

2023-2027 Capital Project Sheet

Project # **BW-005**

Project Description **31st Street Bike Path**

Project summary, justification and alignment to Strategic Plan

This project represents the Village's portion of a DuPage County bike path project, which would extend along 31st Street, from Highland Ave. to Meyers Rd.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X								87,500	87,500
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	-	87,500	87,500

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
220-Capital Improvements Fund						87,500	87,500
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	-	-	-	87,500	87,500

Project status and completed work

The County is currently in the design process.

Grants (funded or applied for) related to the project

Staff anticipates a partnership with DuPage County on this project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score **C**

Project Manager:

Andy Sikich

Program: **345**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **FL-002**

Project Description **Fleet Fuel System Maintenance**

Project summary, justification and alignment to Strategic Plan

The project involves upgrades and improvements to the Fuel System at Public Works. The Fuel System stores and dispenses fuel to all Village vehicles, and is used to sell fuel to other organizations.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services						75,000	50,000			125,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous							500,000			500,000
TOTAL COST				-	-	75,000	550,000	-	-	625,000

Funding Source(s)

220-Capital Improvements Fund						75,000	550,000			625,000
										-
										-
										-
TOTAL FUNDING SOURCES				-	-	75,000	550,000	-	-	625,000

Project status and completed work

Work in FY25/26 includes the rehab/replacement of the fuel island.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No projected operating expense impacts.

Map/Pictures of Project



Priority Score

Project Manager:

David Moody

Program: 361

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **FN-002**

Project Description **Enterprise Resource Planning System (ERP)**

Project summary, justification and alignment to Strategic Plan

The current ERP (financial software) system, EDEN by Tyler Technologies, was purchased in 2006 with modules such as Accounts Receivable, Accounts Payable, General Ledger, Permitting, Utility Billing, etc. installed in stages. The product was developed for a traditional client/server environment and its capabilities have not been kept up to date with current technology. The current ERP system lacks substantial features such as dashboard analytics, calendar integration, mobility and responsive web functionality. A new system is needed to provide greater efficiencies for both internal and external customers.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Software				260,000						260,000
TOTAL COST				260,000	-	-	-	-	-	260,000

Funding Source(s)

220-Capital Improvements Fund	▼	260,000							260,000
	▼								-
	▼								-
	▼								-
TOTAL FUNDING SOURCES		260,000	-	-	-	-	-	-	260,000

Project status and completed work

A consultant was hired in 2019 to assist with the ERP selection. The ERP vendor was chosen in 2020, implementation began in 2021 and is expected to be completed in 2023.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:	308,328	313,578	320,744	328,199	335,950	349,338	1,956,137

The Village is purchasing a vendor hosted solution for both the financial modules and permitting modules. The one time costs included in the Capital Fund include costs for Licensing, Project Management, Data Conversion, and Hardware. Ongoing maintenance and hosting costs are budgeted in the General and Water Funds. The project is expected to be completed in 2023.

Map/Pictures of Project

Priority Score

Project Manager:

Robin Lahey

Program: 261

Department:

Finance

2023-2027 Capital Project Sheet

Project # **FO-001**

Project Description **Emerald Ash Borer (EAB) Eradication**

Project summary, justification and alignment to Strategic Plan

This project involves the removal and replacement of ash trees infested with EAB, and the preventative treatment of healthy ash trees. As of May 2022 there were 1,422 parkway ash trees representing 6.2% of the tree inventory. Based on the current level of decline, it is anticipated that approximately 140 ash trees will need to be removed over the next 3 years. The remaining ash trees would continue to receive preventative treatments as needed.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X	X	X	76,000	50,000	38,000			-	164,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				76,000	50,000	38,000	-	-	-	164,000

Funding Source(s)

220-Capital Improvements Fund	76,000	50,000	38,000					164,000
								-
								-
								-
TOTAL FUNDING SOURCES	76,000	50,000	38,000	-	-	-	-	164,000

Project status and completed work

Annual Program

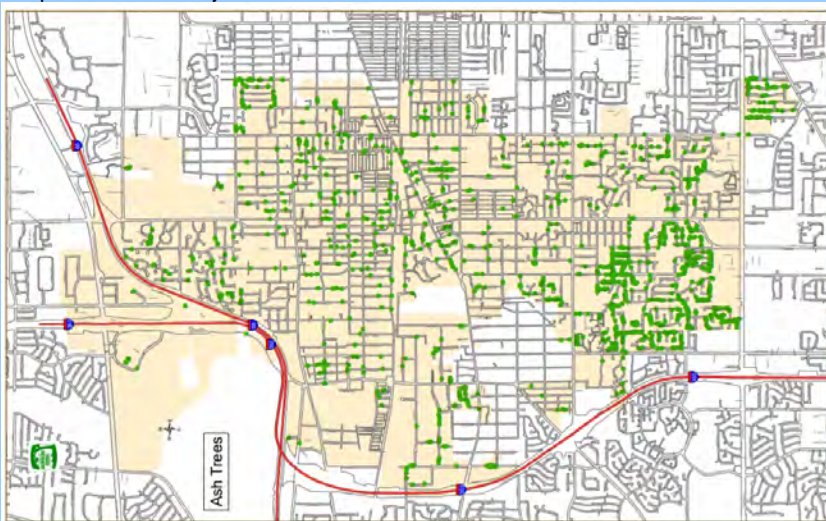
Grants (funded or applied for) related to the project

None

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Ash trees represent a significant percentage of the larger tree component of the tree inventory. Deferral of work will significantly increase future tree removal needs, will reduce the parkway tree canopy cover, and will increase the risk of tree failures associated with tree decline and breakage.

Map/Pictures of Project



Priority Score

Project Manager:

Kerstin G. von der Heide

Program: 335

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **MB-043**

Project Description

Facility Improvements/Maintenance - Fire Stations

Project summary, justification and alignment to Strategic Plan

This sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funded via operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X	X	120,000	25,000					145,000
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				120,000	25,000	-	-	-	-	145,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund	120,000	25,000				-	145,000
TOTAL FUNDING SOURCES	120,000	25,000	-	-	-	-	145,000

Impact on annual Operating Expenses

Grants (funded or applied for) related to the project.

Projects	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Bay Floor Lighting - Sta. 2	20,000						20,000
Carpet Replacement - Sta. 2		25,000					25,000
Apparatus Bay Floor Replacement - Sta. 3	50,000						50,000
Apparatus Bay Floor Replacement - Sta.5	50,000						50,000
							-
							-
							-
TOTAL	120,000	25,000	-	-	-	-	145,000

Priority Score **A**

Project Manager: **Mike Baker**

Program: **142** Department: **Building Services**

2023-2027 Capital Project Sheet

Project # **MB-052**

Project Description

Facility Improvements/Maintenance - Public Works

Project summary, justification and alignment to Strategic Plan

This sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funded via operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X	X	92,000	80,000	40,000				212,000
Machinery/Equipment		X	X	75,000						75,000
Other/Miscellaneous			X		100,000					100,000
TOTAL COST				167,000	180,000	40,000	-	-	-	387,000

Funding Source(s)

220-Capital Improvements Fund	▼	167,000	180,000	40,000						387,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		167,000	180,000	40,000	-	-	-	-	-	387,000

Impact on annual Operating Expenses

Overall, these projects will reduce future operating expenses by eliminating the need for costly emergency repairs. This improvement will potentially reduce maintenance costs by up to \$9,000/year.

Grants (funded or applied for) related to the project

Projects	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Main Garage Floor Coating	80,000	80,000					160,000
South Gate Replacement	50,000						50,000
Door Replacements	12,000						12,000
Skylight Replacements			25,000				25,000
Lunchroom Floor Replacement			15,000				15,000
Roof Replacement - Cold Storage Area		100,000					100,000
HVAC Assessment & Upgrades	25,000						25,000
TOTAL	167,000	180,000	40,000	-	-	-	387,000

Priority Score

A

Project Manager:

Mike Baker

Program: 142

Department:

Building Services

2023-2027 Capital Project Sheet

Project # **MB-054**

Project Description

Facility Improvements/ Maintenance - Train Stations

Project summary, justification and alignment to Strategic Plan

The sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funding through operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X		60,000	20,000					80,000
Machinery/Equipment			X		30,000					30,000
Other/Miscellaneous										-
TOTAL COST				60,000	50,000	-	-	-	-	110,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund	60,000	50,000					110,000
							-
							-
							-
TOTAL FUNDING SOURCES	60,000	50,000	-	-	-	-	110,000

Impact on annual Operating Expenses

Regularly planned maintenance reduces the need for emergency and unexpected repairs along with the corresponding operating costs.

Grants (funded or applied for) related to the project.

Projects	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
HVAC Replacement - Main Street Station		30,000					30,000
Washroom Remodel - Main Street Station	40,000						40,000
Window Replacement - Fairview Station	20,000						
Basement Repairs - Fairview Station		20,000					20,000
							-
							-
							-
							-
							-
							-
							-
							-
							-
TOTAL	60,000	50,000	-	-	-	-	110,000

Priority Score **A**

Project Manager:

Mike Baker

Program: **142**

Department:

Building Services

2023-2027 Capital Project Sheet

Project # **MB-056**

Project Description **Facility Improvements/Maintenance - Fleet Services**

Project summary, justification and alignment to Strategic Plan

This sheet identifies significant facility improvement projects for certain Village building(s) that require regular maintenance and upkeep. Minor or emergency-related repair projects are funded via operating budgets or the major buildings contingency.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X	X	50,000						50,000
Machinery/Equipment			X			15,000				15,000
Other/Miscellaneous	X	X		100,000						100,000
TOTAL COST				150,000	-	15,000	-	-	-	165,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund	150,000		15,000				165,000
							-
							-
							-
TOTAL FUNDING SOURCES	150,000	-	15,000	-	-	-	165,000

Impact on annual Operating Expenses

Grants (funded or applied for) related to the project.

Projects	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Overhead Door Replacement	25,000						25,000
Ventilation Maintenance	25,000						25,000
Furnace Replacement			15,000				15,000
Landscape Buffer and Fence	100,000						100,000
							-
							-
							-
							-
							-
							-
TOTAL	150,000	-	15,000	-	-	-	165,000

Priority Score **A**

Project Manager:

Mike Baker

Program: **142**

Department:

Building Services

2023-2027 Capital Project Sheet

Project # **MB-100**

Project Description **Emergency Repair Project Contingency**

Project summary, justification and alignment to Strategic Plan

This request is for an ongoing contingency fund for emergency maintenance or repair of the Village's facilities and equipment. This fund could be used at any Village buildings that require maintenance.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building		X	X	75,000	50,000	50,000	50,000	50,000	75,000	350,000
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				75,000	50,000	50,000	50,000	50,000	75,000	350,000

Funding Source(s)		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund	▼	75,000	50,000	50,000	50,000	50,000	75,000	350,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		75,000	50,000	50,000	50,000	50,000	75,000	350,000

Project status and completed work

Grants (funded or applied for) related to the project

None.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce future operating expenses by eliminating the need for costly emergency repairs.

Map/Pictures of Project



Priority Score **A**

Project Manager:

Mike Baker

Program: **142**

Department:

Building Services

2023-2027 Capital Project Sheet

Project # **MB-101**

Project Description

Civic Center Project

Project summary, justification and alignment to Strategic Plan

The Village is constructing a combined Civic Center facility, which will be the new home of Village Hall, the Police Department and the administrative offices of Downers Grove Grade School District 58. Located on the west side of the Civic Center property, this combined facility will provide modern work spaces that will allow for efficient and effective interactions between employees and with customers. Plans also include shared spaces for a variety of public meetings and community activities, including a multipurpose Council Chambers. Exterior features will include public plazas, pedestrian walkways and native landscaping. The project improves pedestrian and traffic safety at the Washington Crossing and incorporates a variety of environmentally sustainable features.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building	X			43,687,800	7,801,495					51,489,295
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				43,687,800	7,801,495	-	-	-	-	51,489,295

Funding Source(s)

223-Major Buildings Fund	▼	43,687,800	7,801,495	-	-	-	-	51,489,295
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		43,687,800	7,801,495	-	-	-	-	51,489,295

Project status and completed work

Construction begin in August 2022

Grants (funded or applied for) related to the project

Grant opportunities, particularly related to environmental sustainability features of the new facility, are being pursued.

Impact-annual operating expenses

The project will result improved energy efficiency and reduced energy consumption; improved operational efficiencies and reduced maintenance requirements.

Map/Pictures of Project



Priority Score **A**

Project Manager:

Mike Baker

Program: **142**

Department:

Building Services

2023-2027 Capital Project Sheet

Project # **P-010**

Project Description **Parking Lot Improvements, Annual Element**

Project summary, justification and alignment to Strategic Plan

The amount shown establishes an annualized maintenance cost for such services as: crack sealing, striping, resurfacing, etc. Years without an amount shown on this sheet have expenses identified to specific parking facilities on separate sheets.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous					60,000	60,000	60,000	65,000		245,000
TOTAL COST				-	60,000	60,000	60,000	65,000	-	245,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
471-Parking Fund		60,000	60,000	60,000	65,000		245,000
							-
							-
							-
TOTAL FUNDING SOURCES	-	60,000	60,000	60,000	65,000	-	245,000

Project status and completed work

No anticipated costs for parking lot improvements in 2023.

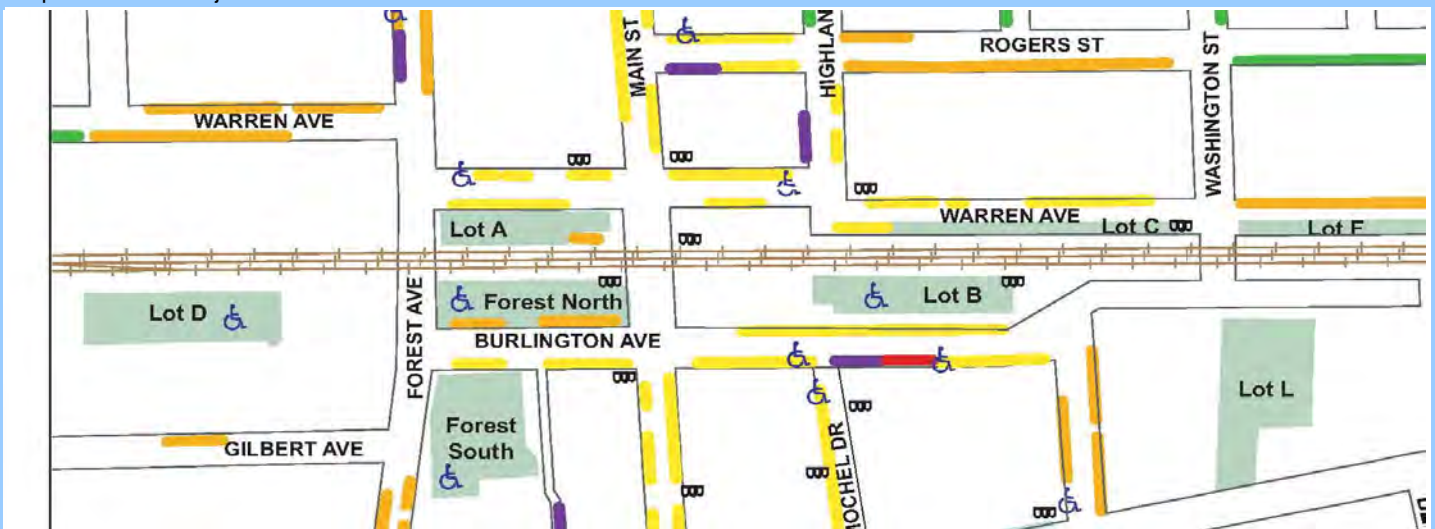
Grants (funded or applied for) related to the project

Varies but would be shown on sheets specific to a facility.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The maintenance scheduled will increase the life of the pavement. Deferral of work will significantly increase future maintenance costs.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **P-013**

Project Description **Parking Deck Maintenance**

Project summary, justification and alignment to Strategic Plan

In 2004 the Village constructed the parking deck in the Downtown Business District. To provide a functional facility and extend the service life of the deck the proper preventative and proactive maintenance repairs are being applied to minimize more costly future repairs. FY 2023-2027 includes proactive improvements to extend the longevity of the deck.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services					25,000	40,000	25,000	25,000		115,000
Land Acquisition										-
Infrastructure										-
Building		X		15,000	185,000	380,000	225,000	300,000		1,105,000
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				15,000	210,000	420,000	250,000	325,000	-	1,220,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
471-Parking Fund	15,000	210,000	420,000	250,000	325,000		1,220,000
							-
							-
							-
TOTAL FUNDING SOURCES	15,000	210,000	420,000	250,000	325,000	-	1,220,000

Project status and completed work

Improvements scheduled for FY2023-2026 includes general maintenance and sprinkler line replacement. Deck floor resealing is anticipated for FY2025. Funding is also provided to replace the elevator in 2027.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Proper maintenance of the deck reduces the total cost of ownership over the long-term.

Map/Pictures of Project



Priority Score

A

Project Manager:

M. Tuman

Program: **394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **S-006**

Project Description **Replacement/Rehabilitation Sidewalk Program**

Project summary, justification and alignment to Strategic Plan

This project provides for the replacement or rehabilitation of sidewalk tripping hazards as well as sidewalk which has cracked into more than three pieces or is otherwise beyond it's useful life. The Village maintains over 5 million square feet (SF) of sidewalk which has a life expectancy of 50 to 100 years.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		500,000	500,000	500,000	350,000	350,000		2,200,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				500,000	500,000	500,000	350,000	350,000	-	2,200,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund ▼	500,000	500,000	500,000	350,000	350,000		2,200,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	500,000	500,000	500,000	350,000	350,000	-	2,200,000

Project status and completed work

Annual Program.

Grants (funded or applied for) related to the project

None.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Repaired sidewalk will reduce liability costs.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program:

341

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **S-007**

Project Description **DBD Crosswalk and Accessibility Upgrades**

Project summary, justification and alignment to Strategic Plan

This project includes the replacement of the brick crosswalks with a thermoplastic pattern and upgrades to the sidewalk ramps, tactile warnings, and curbs within the Downtown Business District.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		550,000	100,000	100,000	100,000	100,000	600,000	1,550,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				550,000	100,000	100,000	100,000	100,000	600,000	1,550,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
220-Capital Improvements Fund ▼	550,000	100,000	100,000	100,000	100,000	600,000	1,550,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	550,000	100,000	100,000	100,000	100,000	600,000	1,550,000

Project status and completed work

Improvements at signalized intersections on Main Street (Franklin, Warren, Burlington, Curtiss and Maple) are anticipated in 2023.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Repaired sidewalk will reduce liability costs.

Map/Pictures of Project



Priority Score

A

Project Manager:

Andy Sikich

Program: **341**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **S-008**

Project Description **Right of Way Accessibility Improvements**

Project summary, justification and alignment to Strategic Plan

This project includes improvements to public rights of way to modernize pedestrian access routes and bring them into compliance with new regulations. The requirements of the Americans with Disabilities Act were updated in 2012, and the "Public Rights Of Way Accessibility Guidelines" (PROWAG), which have been under development for several years, were finalized in late 2015. As locations that are in need of upgrades are identified throughout the Village, they will be added to this annual program.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		400,000	200,000	200,000	200,000	200,000		1,200,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				400,000	200,000	200,000	200,000	200,000	-	1,200,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund ▼	400,000	200,000	200,000	200,000	200,000		1,200,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	400,000	200,000	200,000	200,000	200,000	-	1,200,000

Project status and completed work

FY2023 will include projects identified in FY2021 and FY2022.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No significant impact to operating expense.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program:

341

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **S-013**

Project Description **Linda Kunze Plaza / Main Street Train Station**

Project summary, justification and alignment to Strategic Plan

This project will include maintenance and upgrades to the Linda Kunze Plaza at the Main Street Train Station. Improvements will be planned and designed in 2023 and 2024, and construction is planned for 2025.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			25,000	50,000	25,000				100,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous	X					500,000				500,000
TOTAL COST				25,000	50,000	525,000	-	-	-	600,000

Funding Source(s)

220-Capital Improvements Fund	▼	25,000	50,000	525,000					600,000
	▼								-
	▼								-
	▼								-
TOTAL FUNDING SOURCES		25,000	50,000	525,000	-	-	-	-	600,000

Project status and completed work

Work in 2022 includes planning and design.

Grants (funded or applied for) related to the project.

Staff will look for potential grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

Andy Sikich

Program:

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-004**

Project Description **Roadway Maintenance Program**

Project summary, justification and alignment to Strategic Plan

Capital and Motor Fuel Tax funds are used for ongoing annual maintenance of the Village's 167 miles of streets. Projects are designed to utilize various processes such as crack seals, pavement seals and resurfacing with new asphalt. The funding listed as 'Other/ Miscellaneous' is for asphalt, road salt and rental of equipment, such as a grinder to be used by Public Works Streets Division for various patching operations and winter operations during the year.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services		X		35,000	40,000	40,000	40,000	40,000		195,000
Land Acquisition										-
Infrastructure		X		3,600,000	3,700,000	3,800,000	3,800,000	3,900,000		18,800,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		350,000	350,000	350,000	350,000	360,000		1,760,000
TOTAL COST				3,985,000	4,090,000	4,190,000	4,190,000	4,300,000	-	20,755,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
102-MFT	2,150,000	2,250,000	1,800,000	1,800,000	1,800,000		9,800,000
102-MFT Rebuild Illinois	1,082,420						1,082,420
220-Capital Improvements Fund	752,580	1,840,000	2,390,000	2,390,000	2,500,000		9,872,580
							-
TOTAL FUNDING SOURCES	3,985,000	4,090,000	4,190,000	4,190,000	4,300,000	-	20,755,000

Project status and completed work

Annual Program includes grinding and resurfacing, crack sealing, small-scale patching, and pavement preservation.

Grants (funded or applied for) related to the project.

The Maintenance Program will utilize MFT and Rebuild Illinois funds in 2023. MFT monies will continue to be used for roadway salt purchases.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The maintenance scheduled will increase the life of the pavement. Deferral of work will significantly increase future maintenance costs.

Map/Pictures of Project



Priority Score

A

Project Manager:

Stephanie Graves

Program: 342

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-045**

Project Description **IDOT Bridge Compliance Improvements**

Project summary, justification and alignment to Strategic Plan

The Village owns and maintains five box-culvert structures that are classified by the Illinois Department of Transportation as bridges. As such, they require biennial inspections. Recent inspections have identified minor improvements and repairs that are needed to bring the structures into compliance with current standards, such as AASHTO-approved pedestrian rails. This project would include performing the recommended upgrades.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X			100,000					100,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	100,000	-	-	-	-	100,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund ▼		100,000					100,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	-	100,000	-	-	-	-	100,000

Project status and completed work

Maintenance and rehabilitation work is scheduled for 2024.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No significant impact on operating expenses is anticipated.

Map/Pictures of Project



Priority Score

Project Manager:

Scott Vasko

Program: 342

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-056**

Project Description **Pavement Condition Assessment Upgrade**

Project summary, justification and alignment to Strategic Plan

The last condition assessment for Village streets was performed in 2018. This project will be a comprehensive update utilizing objective data measurements of both surface and base conditions obtained from an outside pavement specialty firm and will include Village parking lots.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				100,000						100,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				100,000	-	-	-	-	-	100,000

Funding Source(s)

220-Capital Improvements Fund	▼	75,000							75,000
471-Parking Fund	▼	25,000							25,000
	▼								-
	▼								-
TOTAL FUNDING SOURCES		100,000	-	-	-	-	-	-	100,000

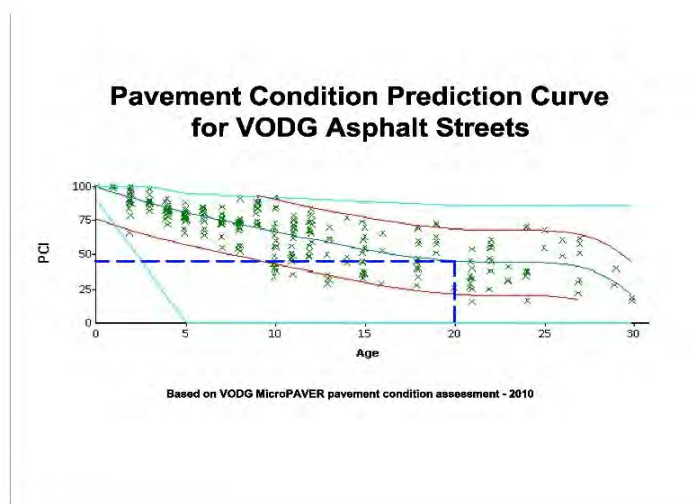
Project status and completed work

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This evaluation will serve as the pavement improvement master plan for the next 5 years, helping to maximize the Village's road maintenance dollars and reducing annual operating expenses.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: **342/394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-058**

Project Description **Roadway Reconstruction Program**

Project summary, justification and alignment to Strategic Plan

Pavement data acquired in 2018 provided information of roadway surface condition as well as roadway base condition. Using this information, staff recommends funding an annual element for road reconstructions each year. Street segments with low base condition ratings will be vetted for reconstruction in conjunction with other infrastructure improvements.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services					50,000	50,000		50,000		150,000
Land Acquisition										-
Infrastructure		X			700,000	700,000		700,000		2,100,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	750,000	750,000	-	750,000	-	2,250,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund ▼		750,000	750,000		750,000		2,250,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	-	750,000	750,000	-	750,000	-	2,250,000

Project status and completed work

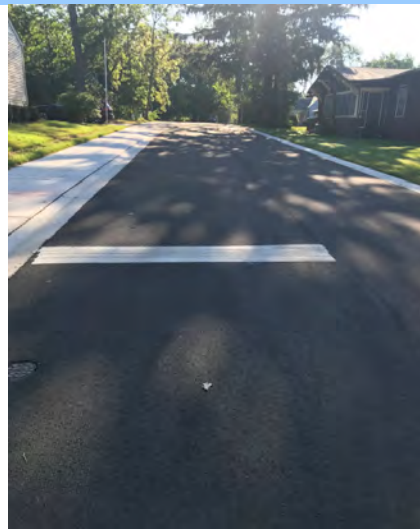
Annual program. No work scheduled in FY2023

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

The work scheduled will create a new life-cycle for the pavement.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: 342

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-061**

Project Description **Roadway Resurfacing (LAFO) Woodward Ave; 63rd St to S Village Limit**

Project summary, justification and alignment to Strategic Plan

The Village received approval from the DuPage Mayors and Managers Conference in January 2021. This project is scheduled for construction in 2023.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services		X		15,000						15,000
Land Acquisition										-
Infrastructure		X		450,000						450,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				465,000	-	-	-	-	-	465,000

Funding Source(s)

102-MFT Rebuild Illinois	▼	135,514								135,514
Grants/Other Sources, Approved	▼	329,486								329,486
	▼									-
	▼									-
TOTAL FUNDING SOURCES		465,000	-	-	-	-	-	-	-	465,000

Project status and completed work

Design will be completed by Village Staff in 2022, with anticipated construction in 2023.

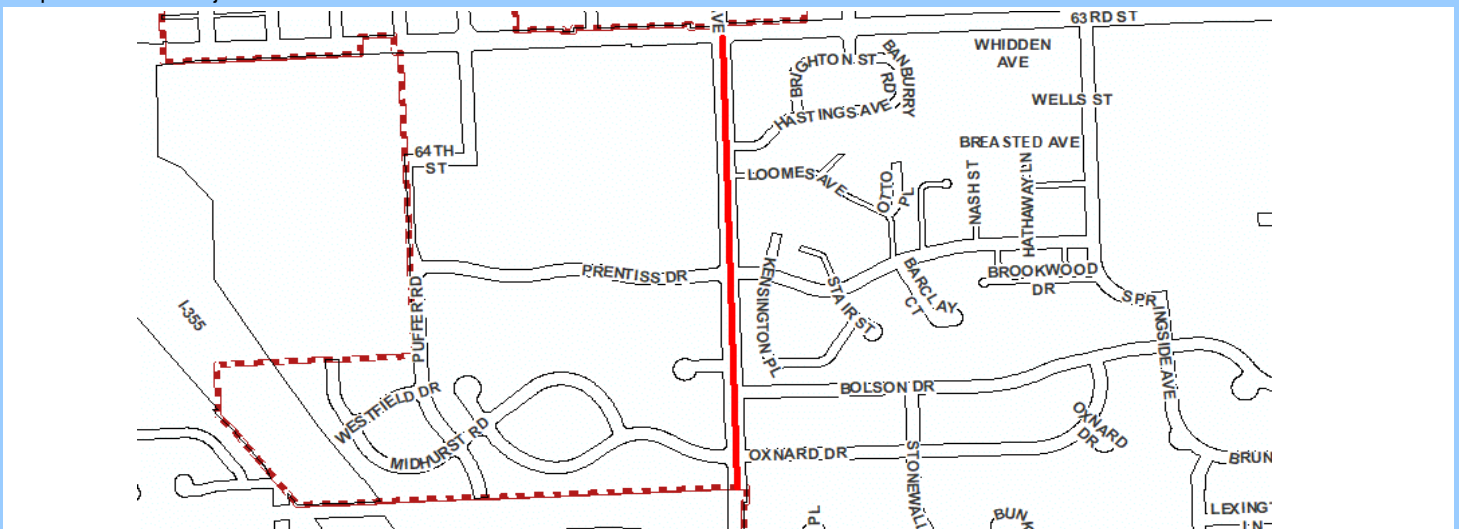
Grants (funded or applied for) related to the project.

STP grant funding has been approved in the amount of \$329,486 and Rebuild Illinois funds will be used for the Village portion.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Resurfacing of this roadway will reduce current maintenance costs by eliminating the need for unplanned patching and accumulated debris removal.

Map/Pictures of Project



Priority Score **A**

Project Manager:

Scott Vasko

Program: **342**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-062**

Project Description **Fairview Business District Street and Lighting Improvements**

Project summary, justification and alignment to Strategic Plan

This project involves street improvements, ADA upgrades and the replacement of the decorative street lights in the Fairview business district, on Fairview Avenue generally between Maple Avenue and 2nd Street. The existing street lights are deteriorating and replacement/repair parts are no longer available.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services		X		50,000	50,000	100,000	100,000			300,000
Land Acquisition										-
Infrastructure		X					1,150,000			1,150,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				50,000	50,000	100,000	1,250,000	-	-	1,450,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
220-Capital Improvements Fund	50,000	50,000	100,000	1,250,000			1,450,000
							-
							-
							-
TOTAL FUNDING SOURCES	50,000	50,000	100,000	1,250,000	-	-	1,450,000

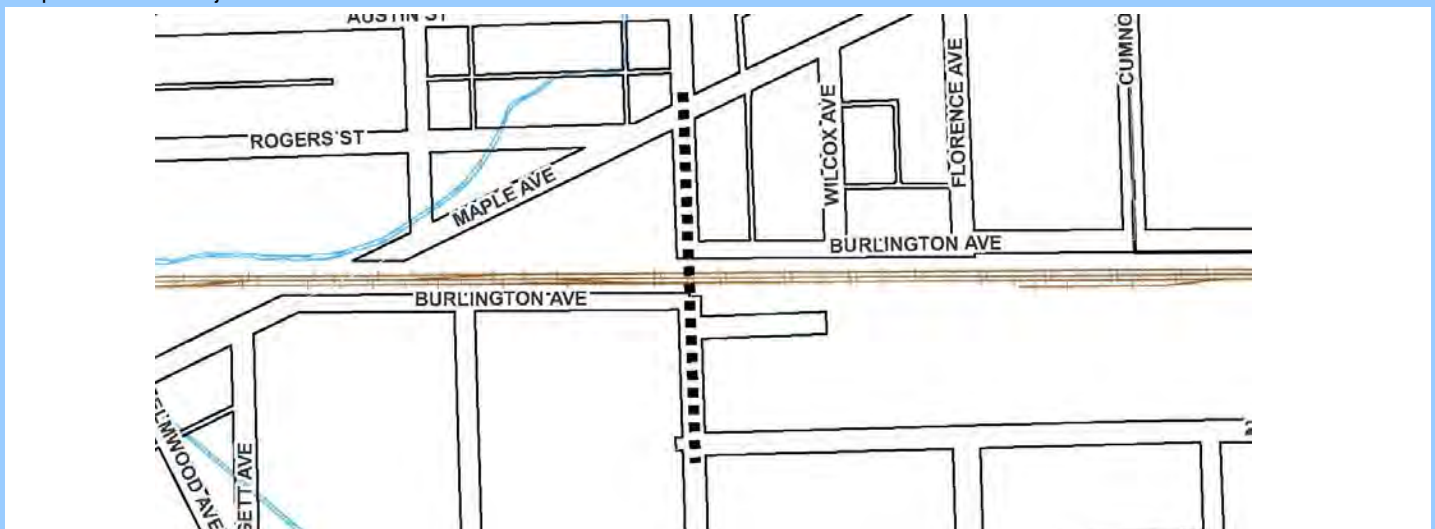
Project status and completed work

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operational costs by reducing potential repair costs.

Map/Pictures of Project



Priority Score

A

Project Manager:

Andy Sikich

Program: 342

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **ST-063**

Project Description **Roadway Resurfacing (LAFO) 39th St., Highland to Fairview**

Project summary, justification and alignment to Strategic Plan

This project includes the resurfacing of 39th Street from Highland to Fairview. The Village has applied for funding from the DuPage Mayors and Managers Conference, and this project is on the contingency list for funding in FY23/FY24. This project is scheduled for construction in 2024.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services		X			25,000					25,000
Land Acquisition										-
Infrastructure		X			650,000					650,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	675,000	-	-	-	-	675,000

Funding Source(s)

220-Capital Improvements Fund			352,274							352,274
Grants/Other Sources, Anticipated			322,726							322,726
										-
										-
TOTAL FUNDING SOURCES			-	675,000	-	-	-	-	-	675,000

Project status and completed work

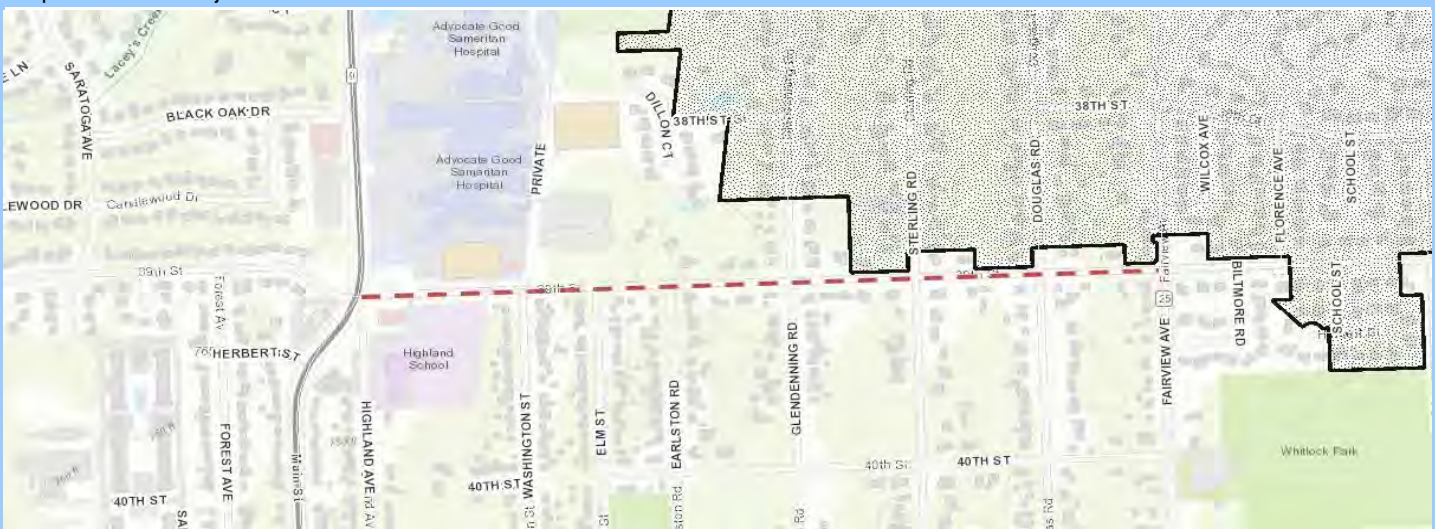
Design will be performed in-house in 2023 and construction is scheduled for 2024.

Grants (funded or applied for) related to the project.

Staff is anticipating STP grant funding in the amount of \$322,726.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

Scott Vasko

Program: 342

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-051**

Project Description **Neighborhood Drainage Improvements Cost-Share Program**

Project summary, justification and alignment to Strategic Plan

This project funds the Village Council Policy entitled "Maintenance of Stormwater Control Structures & Creek Channels" which outlines a cost-share program between private property owners and the Village. The policy has been drafted to allow Village staff to take a more proactive approach in addressing neighborhood private-property drainage problems.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		90,000	90,000	90,000	90,000	90,000		450,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				90,000	90,000	90,000	90,000	90,000	-	450,000

Funding Source(s)

443-Stormwater Fund	▼	90,000	90,000	90,000	90,000	90,000		450,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		90,000	90,000	90,000	90,000	90,000	-	450,000

Project status and completed work

Ongoing program.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect the future operating expenses.

Map/Pictures of Project



Priority Score

B

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

Project Description **Green Streets/Sustainable Storm Water Program**

Project summary, justification and alignment to Strategic Plan

It is the Village's ultimate goal to provide all properties with the target level of service for stormwater drainage. For many properties, however, such an improvement is many years in the future, as additional detention storage or significant downstream storm sewer improvements are required. This program is a cost-effective and environmentally-responsible way to deal with nuisance drainage problems in areas with no drainage system, while helping the Village comply with the pollution-prevention/good housekeeping aspects of the federally-mandated NPDES requirements for MS4 communities. These improvements will likely include small diameter low-flow piping, on-site bio-retention facilities, rain gardens, etc. It is anticipated that the cost and long-term maintenance responsibilities associated with these improvements would be shared by the property owners, similar to the existing cost-share program.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X			40,000	40,000	45,000	45,000	50,000		220,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				40,000	40,000	45,000	45,000	50,000	-	220,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	40,000	40,000	45,000	45,000	50,000		220,000
							-
							-
							-
TOTAL FUNDING SOURCES	40,000	40,000	45,000	45,000	50,000	-	220,000

Project status and completed work

Ongoing program.

Grants (funded or applied for) related to the project.

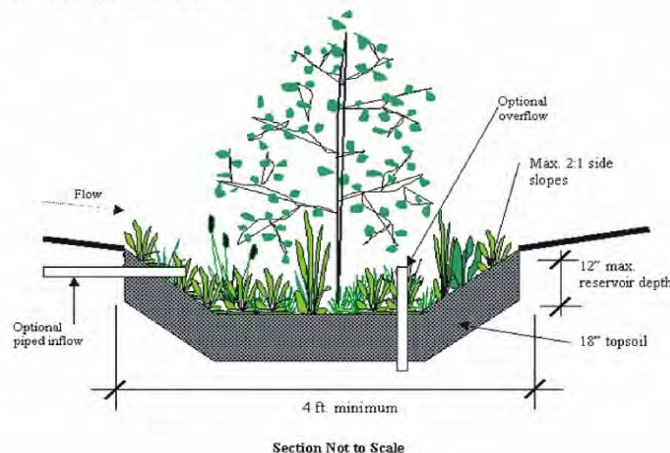
Staff will continue to investigate grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

It is estimated that the impact will be minimal, as we plan to engage residents to assist with care and maintenance of plantings, etc.

Map/Pictures of Project

Landscape Infiltration



Source: US Environmental Protection Agency

Priority Score

B

Project Manager:

Julie Lomax

Program:

394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-070**

Project Description **Storm Sewer Replacement, Annual Element**

Project summary, justification and alignment to Strategic Plan

This project accounts for future annual replacement of existing storm sewers, which have reached the end of their useful life. As individual projects are identified, project sheets are created and the amounts herein are reduced accordingly.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		350,000	750,000	750,000	750,000	750,000		3,350,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				350,000	750,000	750,000	750,000	750,000	-	3,350,000

Funding Source(s)										
443-Stormwater Fund	▼			350,000	750,000	750,000	750,000	750,000		3,350,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				350,000	750,000	750,000	750,000	750,000	-	3,350,000

Project status and completed work

Work in 2023 will include replacement of several sections of storm sewer that have been identified as being in poor condition or in need of repairs.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program:

394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-073**

Project Description **Downtown Water Quality Improvements**

Project summary, justification and alignment to Strategic Plan

The Downtown Business District is nearly all impervious surface (pavement, roof, etc.) and drains directly into St. Joseph's Creek. Currently, pollutants, debris and sediment can get carried directly into the stream system, suspended in storm water run-off from this area. It is anticipated that this project would involve the construction of structural Best Management Practices (BMP's) to reduce the discharge of pollutants and suspended solids into St. Joseph Creek, and to facilitate sediment removal. These will also help the Village comply with the federally-mandated NPDES requirements for MS4 communities.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			10,000						10,000
Land Acquisition										-
Infrastructure	X			67,000	50,000	50,000	50,000	50,000		267,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				77,000	50,000	50,000	50,000	50,000	-	277,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	60,313	50,000	50,000	50,000	50,000		260,313
Grants/Other Sources, Approved	16,687						16,687
							-
							-
TOTAL FUNDING SOURCES	77,000	50,000	50,000	50,000	50,000	-	277,000

Project status and completed work

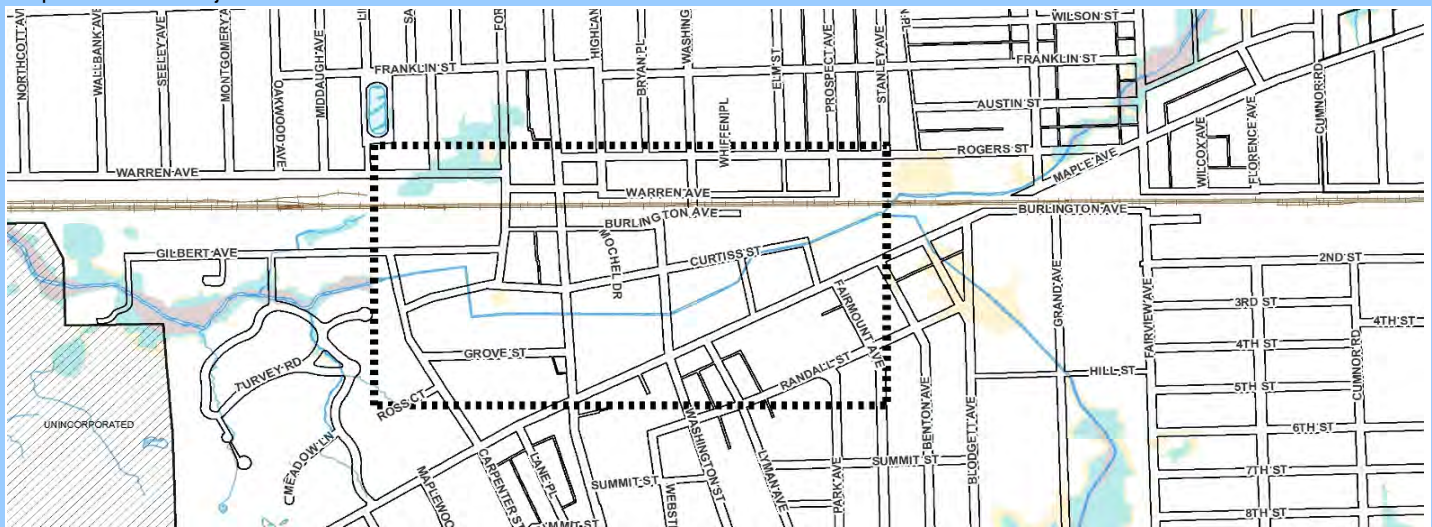
Work in FY23 includes construction of the Mochel Drive Water Quality project, which will be located on Mochel just north of the Parking Deck. From 2024 - 2027 work will continue on design and construction of BMP's within the DBD, as facilitated by street construction, parking lot construction, grant opportunities, etc.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Will have minimal impact on operating expenses.

Map/Pictures of Project



Priority Score

A

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-086**

Project Description **Future Drainage and Floodplain Improvements**

Project summary, justification and alignment to Strategic Plan

This work will include the investigation and prioritization of identified areas to benefit from drainage and floodplain improvements. These may encompass upgrades to the existing system as well as new drainage facilities. Specific projects will be broken out and budgeted in the future once identified.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure	X	X	X			500,000	2,500,000	2,500,000		5,500,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	500,000	2,500,000	2,500,000	-	5,500,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund			500,000	2,500,000	2,500,000		5,500,000
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	500,000	2,500,000	2,500,000	-	5,500,000

Project status and completed work

Prioritization of future stormwater infrastructure needs will be formulated by 2024, once the current 3-year plan has been executed.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project

Priority Score **A**

Project Manager:

Scott Vasko

Program: **394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-088**

Project Description **Streambank Improvements, St Joseph Creek, South Branch**

Project summary, justification and alignment to Strategic Plan

This project provides conveyance improvements and stabilization of the South Branch of St. Joseph Creek upstream of Barth Pond. (formerly DR-022)

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X							2,000,000	2,000,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	-	2,000,000	2,000,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund						2,000,000	2,000,000
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	-	-	-	2,000,000	2,000,000

Project status and completed work

Improvements from Barth Pond to Main Street were completed in 2020. Future work will include those portions of the creek upstream of Main Street.

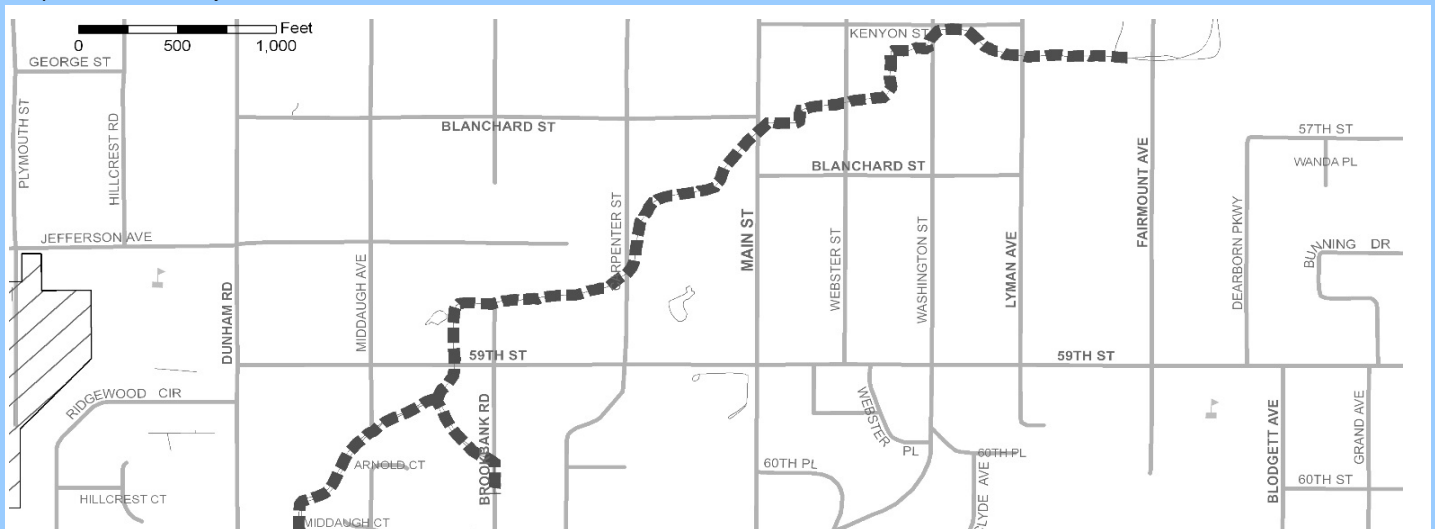
Grants (funded or applied for) related to the project.

Staff will look for grant funding opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This work will decrease future maintenance expenses by eliminating the need for barricades and temporary stabilization measures.

Map/Pictures of Project



Priority Score

B

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-090**

Project Description **St. Joseph Creek - Downtown Pipe Improvements**

Project summary, justification and alignment to Strategic Plan

St. Joseph Creek - Main Branch runs through an 11' diameter pipe through the downtown area. This pipe runs from approximately the east limit of Village Hall to a discharge structure on the west side of Carpenter Street. An assessment report on the condition of this pipe was completed in 2017. This pipe is a critical piece of storm water infrastructure, and this project will consist of repair and lining of the pipe.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X				2,000,000			5,000,000	7,000,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	2,000,000	-	-	5,000,000	7,000,000
Funding Source(s)										
443-Stormwater Fund	▼					2,000,000			5,000,000	7,000,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES				-	-	2,000,000	-	-	5,000,000	7,000,000

Project status and completed work

Work projected to be complete in 2025 consists of lining and repair of the critical section of the pipe through the DBD. Additional lining and repair work will continue in future years.

Grants (funded or applied for) related to the project.

Staff will look for grant funding opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Minimal impact on future operating expenses.

Map/Pictures of Project



Priority Score

Project Manager:

Scott Vasko

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-091**

Project Description **Prentiss Creek Stream Corridor Improvements**

Project summary, justification and alignment to Strategic Plan

This project includes improvements on the Prentiss Creek Stream Corridor.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X				800,000	800,000	25,000		1,625,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				-	-	800,000	800,000	25,000	-	1,625,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
443-Stormwater Fund ▼			800,000	800,000	25,000		1,625,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	-	-	800,000	800,000	25,000	-	1,625,000

Project status and completed work

Work in 2025 and 2026 will consist of streambank stabilization through open channel portions of the creek.

Grants (funded or applied for) related to the project.

Staff will look for grant funding opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-092**

Project Description **Streambank Improvements, St Joseph Creek, Main Branch**

Project summary, justification and alignment to Strategic Plan

This project provides for the stabilization of the Main Branch of St. Joseph Creek.

Preliminary project limits are estimated to begin at Carpenter Street and continue to I-355. (Formerly DR-024)

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000

Funding Source(s)

443-Stormwater Fund	75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000
							-
							-
							-
TOTAL FUNDING SOURCES	75,000	75,000	75,000	75,000	80,000	3,500,000	3,880,000

Project status and completed work

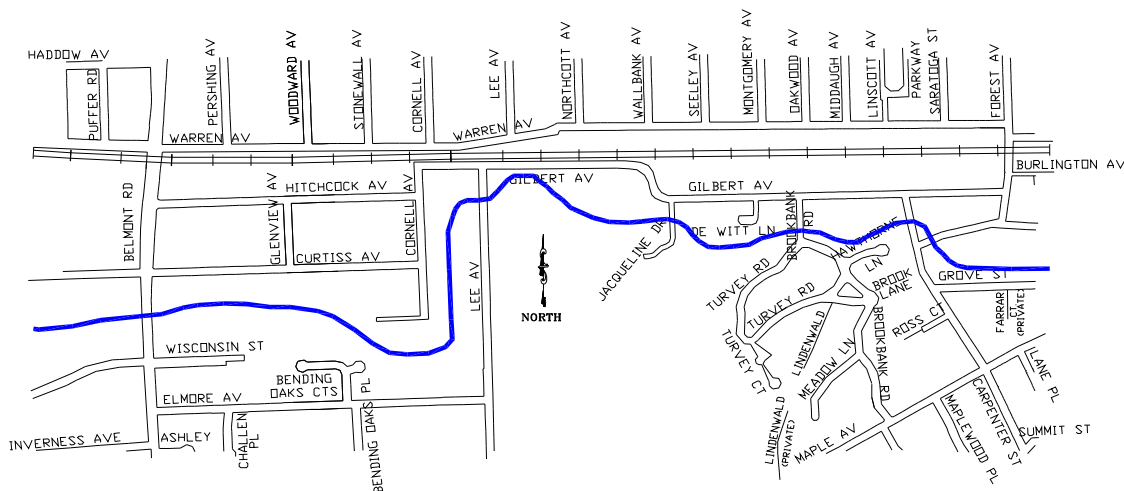
Invasive species control (Japanese Knotweed) began in 2022 and will continue in 2023.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project



Priority Score

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-093**

Project Description **Stormwater Capital Improvements - Fairview at BNSF Railroad Tracks**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan. The storm sewer system along the north side of the railroad tracks on either side of Fairview Ave is old and no longer functions at full capacity. Due to the poor quality of the system, Village staff can no longer televise or clean it. The system surcharges after nearly every rainfall, causing ponded water to sit in the parking lots of the businesses and part of Commuter Lot I north of the tracks. Structural flooding has been reported. The proposed improvement includes installing a new storm sewer under the tracks, and replacing portions of the storm sewer system on both the north and south sides of the tracks along Fairview.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services			X	15,000						15,000
Land Acquisition										-
Infrastructure			X	100,000						100,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				115,000	-	-	-	-	-	115,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	115,000						115,000
							-
							-
							-
TOTAL FUNDING SOURCES	115,000	-	-	-	-	-	115,000

Project status and completed work

Design and construction will take place in 2023.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-097**

Project Description **Stormwater Capital Improvements - Sherwood Ave & Chicago Ave**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan. These streets have almost no formal drainage infrastructure, causing drainage problems and icing on the sidewalk and street, along with multiple private property drainage issues. A sizable drainage area along and east of Sherwood Ave. drains to an old, small diameter, clay storm sewer that lies on private property between houses. This pipe is not in a maintainable condition, and should it fail there would be no positive outlet for this drainage area, and storm water would flow over land between homes. The project would include the construction of a formal storm sewer system on Sherwood Ave. north of Chicago Ave., and along Chicago from Sherwood to roughly Linden Place.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			10,000						10,000
Land Acquisition										-
Infrastructure	X			630,000						630,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				640,000	-	-	-	-	-	640,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	640,000						640,000
							-
							-
							-
TOTAL FUNDING SOURCES	640,000	-	-	-	-	-	640,000

Project status and completed work

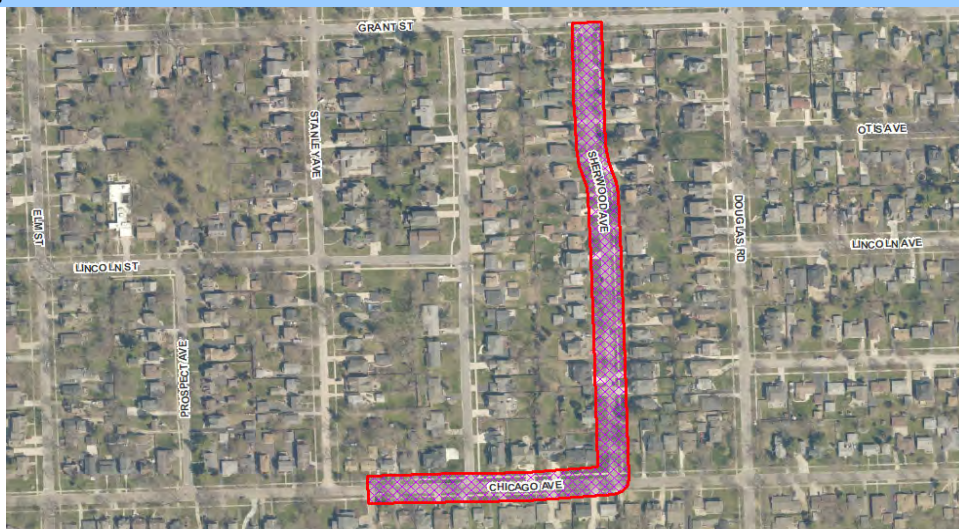
This project will be designed in-house in 2022 with expected construction in 2023.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-098**

Project Description **Stormwater Capital Improvements - Curtiss St & Glenview Ave**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan. This intersection has no drainage outlet, causing frequent street flooding, house flooding and road closures. Village staff frequently pumps this area after heavy rain events. The proposed improvement includes a pump station and new storm sewer outlet through the Sterling North Park to the creek. The Village will partner with the Park District to accomplish this project.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			60,000						60,000
Land Acquisition										-
Infrastructure	X			640,000						640,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				700,000	-	-	-	-	-	700,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	700,000						700,000
							-
							-
							-
TOTAL FUNDING SOURCES	700,000	-	-	-	-	-	700,000

Project status and completed work

Project is expected to be designed and constructed in 2023.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Julie Lomax

Program:

394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-099**

Project Description **Stormwater Capital Improvements - Shady Ln, 41st St, Roslyn Area**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan. This area is served by an undersized storm sewer that has caused repeated structural flooding of one home and frequent street flooding leading to road closures and multiple flooded vehicles. The project would include the purchase of property to create a storm water storage basin, as well as an improved storm sewer system.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			170,000						170,000
Land Acquisition			X	730,000						730,000
Infrastructure	X	X	X		950,000					950,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				900,000	950,000	-	-	-	-	1,850,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	900,000	950,000					1,850,000
							-
							-
							-
TOTAL FUNDING SOURCES	900,000	950,000	-	-	-	-	1,850,000

Project status and completed work

Land acquisition and design is anticipated to occur in 2023, with construction in 2024.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-100**

Project Description **Stormwater Capital Improvements - 6th St & Fairview Ave**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan. Fairview Avenue between 6th and 8th Streets experiences frequent street flooding, as well as some structural flooding in larger storms. The existing storm sewer connects to the storm sewer on Grand with overflow to St. Joseph Creek. The proposed solution includes property acquisition to provide a new surface outlet to the creek or may require a new, larger storm sewer.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			50,000						50,000
Land Acquisition		X		450,000						450,000
Infrastructure	X	X			300,000					300,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				500,000	300,000	-	-	-	-	800,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	500,000	300,000					800,000
							-
							-
							-
TOTAL FUNDING SOURCES	500,000	300,000	-	-	-	-	800,000

Project status and completed work

This project involves property acquisition in 2023 followed by design, and anticipated construction in 2024.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project #

SW-101

Project Description

Stormwater Capital Improvements - Blodgett Ave; Summit St to Randall St

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan.

Blodgett Avenue near Summit Street lacks storm sewers in the right-of-way and has one small storm sewer at the low point draining through private property. Several yards have drainage issues with no good connection option. The project includes new storm sewer system on Blodgett Avenue to alleviate street flooding and provide connections for future cost shares or resident drainage projects.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				10,000	10,000					20,000
Land Acquisition										-
Infrastructure	X		X		715,000					715,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				10,000	725,000	-	-	-	-	735,000

Funding Source(s)

443-Stormwater Fund	▼	10,000	725,000							735,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		10,000	725,000	-	-	-	-	-	-	735,000

Project status and completed work

Design will be done in-house in 2023, with construction anticipated in 2024.

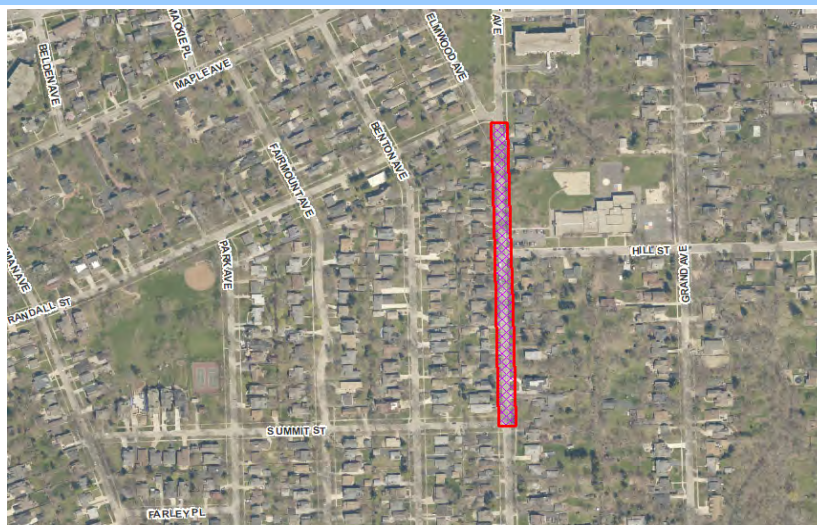
Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Andy Sikich

Program:

394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-102**

Project Description **Stormwater Capital Improvements - Washington Street**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan.
The 5800 block of Washington lacks stormwater infrastructure and runoff is conveyed through private property at the low point on Washington to the unimproved alley. Erosion and garage flooding have occurred. The project includes installation of storm sewer system to route stormwater through the ROW.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				5,000	10,000					15,000
Land Acquisition										-
Infrastructure	X		X		490,000					490,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				5,000	500,000	-	-	-	-	505,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
443-Stormwater Fund	5,000	500,000					505,000
							-
							-
							-
TOTAL FUNDING SOURCES	5,000	500,000	-	-	-	-	505,000

Project status and completed work

In-house design is expected in 2023 with construction anticipated in 2024.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score **A**

Project Manager:

Scott Vasko

Program: **394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **SW-103**

Project Description **Stormwater Capital Improvements - St. Joseph Creek, Hill St to 55th St**

Project summary, justification and alignment to Strategic Plan

This project is part of the Stormwater Capital Projects Plan.
Streambank stabilization - several areas in need of streambank stabilization have been identified on St Joseph Creek. This stretch of St. Joseph Creek is located on private and Village-owned parcels.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			50,000						50,000
Land Acquisition										-
Infrastructure	X	X			500,000	20,000	20,000			540,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				50,000	500,000	20,000	20,000	-	-	590,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
443-Stormwater Fund	50,000	500,000	20,000	20,000			590,000
							-
							-
							-
TOTAL FUNDING SOURCES	50,000	500,000	20,000	20,000	-	-	590,000

Project status and completed work

Design will likely take place in 2023 and construction is expected in 2024. Easements will be required from several property owners.

Grants (funded or applied for) related to the project.

Staff will look for possible grant opportunities.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the projects are designed, but expected to be minimal.

Map/Pictures of Project



Priority Score

A

Project Manager:

Julie Lomax

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **TR-023**

Project Description **Pavement Striping Maintenance**

Project summary, justification and alignment to Strategic Plan

Striping throughout the Village must be maintained. The goal is to replace striping on a 3 to 5 year basis.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure		X		150,000	150,000	150,000	150,000	150,000		750,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				150,000	150,000	150,000	150,000	150,000	-	750,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
220-Capital Improvements Fund ▼	150,000	150,000	150,000	150,000	150,000		750,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	150,000	150,000	150,000	150,000	150,000	-	750,000

Project status and completed work

Annual Program

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect future operating expenses.

Map/Pictures of Project



Priority Score

A

Project Manager:

M. Tuman

Program: **344**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **TR-024**

Project Description **Neighborhood Traffic Management**

Project summary, justification and alignment to Strategic Plan

The purpose of a Neighborhood Traffic Study is to thoroughly study a neighborhood with the goal of mitigating issues of travel speed, cut-through traffic, pedestrian/traffic conflicts, intersection controls, street network performance, and overall neighborhood safety issues. The outcome of this study will be a set of recommendations that will improve intersection controls for this neighborhood.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			45,000	45,000	45,000	45,000	45,000		225,000
Land Acquisition										-
Infrastructure	X									-
Building										-
Machinery/Equipment	X			20,000	20,000	20,000	20,000	20,000		100,000
Other/Miscellaneous										-
TOTAL COST				65,000	65,000	65,000	65,000	65,000	-	325,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
220-Capital Improvements Fund	65,000	65,000	65,000	65,000	65,000		325,000
							-
							-
							-
TOTAL FUNDING SOURCES	65,000	65,000	65,000	65,000	65,000	-	325,000

Project status and completed work

Area 8 was studied in 2022. Planned work in FY2023 includes Neighborhood Traffic Study (NTS) 9 and the replacement of traffic counting equipment and speed feedback signs. Future areas will be identified and studied in 2024-2027.

Grants (funded or applied for) related to the project

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will have no significant impact on the operating budget.

Map/Pictures of Project



Priority Score

C

Project Manager:

M. Tuman

Program: 344

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **TR-030**

Project Description **Traffic Signal Modernization, Annual Element**

Project summary, justification and alignment to Strategic Plan

The Village owns and maintains traffic signals at 18 intersections. This equipment must be regularly maintained and updated to meet current standards and ensure continuity of operations.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure			X	500,000	250,000	250,000	100,000	100,000		1,200,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				500,000	250,000	250,000	100,000	100,000	-	1,200,000

Funding Source(s)

220-Capital Improvements Fund	▼	500,000	250,000	250,000	100,000	100,000		1,200,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		500,000	250,000	250,000	100,000	100,000	-	1,200,000

Project status and completed work

Annual Program

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operational costs by reducing potential repair costs.

Map/Pictures of Project



Priority Score

Project Manager:

M. Tuman

Program: 344

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **TR-033**

Project Description **Pedestrian Safety Enhancements**

Project summary, justification and alignment to Strategic Plan

Pedestrian Safety Enhancements are focused on providing services to better serve pedestrians within the Village. This annual project will identify existing issues, provide solutions and/or improvements.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services	X			220,000	265,000	110,000				595,000
Land Acquisition										-
Infrastructure	X			107,000	2,012,761	1,458,640				3,578,401
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				327,000	2,277,761	1,568,640	-	-	-	4,173,401

Funding Source(s)

220-Capital Improvements Fund	205,000	605,829	663,092					1,473,921
110-Ogden TIF Fund	122,000	200,000						322,000
Grants/Other Sources, Approved		1,471,932	905,548					2,377,480
								-
TOTAL FUNDING SOURCES	327,000	2,277,761	1,568,640	-	-	-	-	4,173,401

Project status and completed work

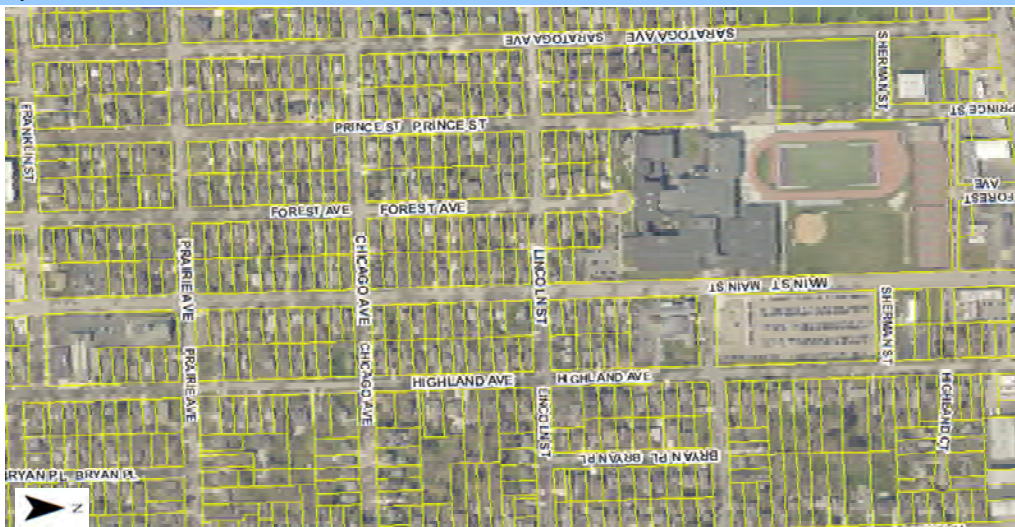
This project includes several improvements around Downers Grove North and Downers Grove South. The Sam Schwartz study was completed in 2019. Design and construction began in 2021 and will continue through 2025.

Grants (funded or applied for) related to the project.

STP grant funding has been approved for the Main Street improvement project adjacent to DGN in the amount of \$1,471,932, and for the intersection improvements at Main and Oxford in the amount of \$905,548.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

M. Tuman

Program: 344

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **TR-034**

Project Description **Main Street DBD Traffic Signal Upgrades**

Project summary, justification and alignment to Strategic Plan

The Village owns and maintains traffic signals along Main Street in the Downtown Business District at Franklin Street, Warren Avenue, Burlington Avenue, Curtiss Street, and Maple Avenue. These signals were generally constructed in 1999. The useful life of traffic signal equipment is roughly 20 to 25 years, and as such the equipment at these locations will need to be upgraded. Improvements will include upgraded controllers, signal heads and pedestrian push-buttons, and maintenance to poles and mast arms.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				75,000						75,000
Land Acquisition										-
Infrastructure				1,000,000						1,000,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				1,075,000	-	-	-	-	-	1,075,000

Funding Source(s)

220-Capital Improvements Fund	▼	1,075,000								1,075,000
	▼									-
	▼									-
	▼									-
TOTAL FUNDING SOURCES		1,075,000	-	-	-	-	-	-	-	1,075,000

Project status and completed work

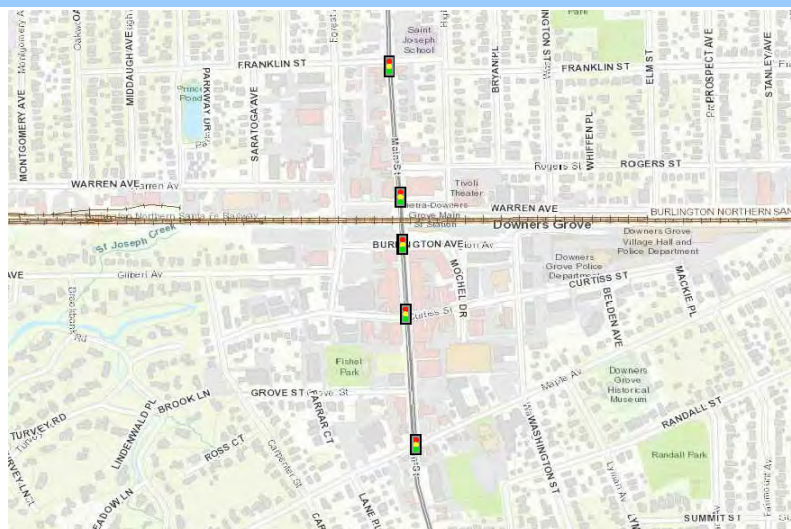
This work will be performed in conjunction with ADA and crosswalk improvements in the Downtown Business District.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Improvements should reduce maintenance costs on existing traffic signals.

Map/Pictures of Project



Priority Score

A

Project Manager:

M. Tuman

Program: **344**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WA-028**

Project Description **Watermain Replacement, Annual Element**

Project summary, justification and alignment to Strategic Plan
This project accounts for annual watermain replacements.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				50,000	50,000	50,000	50,000	50,000		250,000
Land Acquisition										-
Infrastructure		X		1,950,000	3,750,000	3,750,000	3,750,000	3,750,000		16,950,000
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				2,000,000	3,800,000	3,800,000	3,800,000	3,800,000	-	17,200,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
481-Water Fund ▼	2,000,000	3,800,000	3,800,000	3,800,000	3,800,000		17,200,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	2,000,000	3,800,000	3,800,000	3,800,000	3,800,000	-	17,200,000

Project status and completed work

Design for 2023 projects was started in 2022.

Grants (funded or applied for) related to the project.

A new IEPA project plan was completed in 2021 for IEPA Public Water Supply Loan Program in years 2023-2027.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

This project will reduce operating expenses by eliminating the need for costly emergency repairs on the old watermain.

Map/Pictures of Project



Priority Score

A

Project Manager:

Scott Vasko

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WA-041**

Project Description **Lead Service Line Replacement**

Project summary, justification and alignment to Strategic Plan

The Lead Service Replacement and Notification Act (the Act) was enacted by the State of Illinois and became effective January 1, 2022. The law requires the Village to develop and maintain an inventory of lead service lines by 2024, and to implement a plan to replace all lead service lines from 2027 to 2044. This project will consist of developing the inventory and implementing the plan.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services			X	200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous										-
TOTAL COST				200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000

Funding Source(s)

481-Water Fund	200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000
							-
							-
							-
TOTAL FUNDING SOURCES	200,000	200,000	200,000	200,000	2,000,000	32,000,000	34,800,000

Project status and completed work

Work from 2023 through 2026 will consist of developing the inventory, creating the plan, and replacing lead services that become damaged or are required to be replaced. Replacing services per the plan will begin in 2027.

Grants (funded or applied for) related to the project.

Staff will look for grant or loan funding for this work.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Service replacements will not significantly affect future operating expenses.

Map/Pictures of Project



Priority Score

Project Manager:

David Moody

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WP-010**

Project Description **Water Facility Maintenance, Annual Element**

Project summary, justification and alignment to Strategic Plan

This project accounts for future annual maintenance of existing water system facilities, such as driveways and parking lots for water towers, well houses, etc.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		125,000	125,000	125,000	125,000	125,000		625,000
TOTAL COST				125,000	125,000	125,000	125,000	125,000	-	625,000

Funding Source(s)		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
481-Water Fund	▼	125,000	125,000	125,000	125,000	125,000		625,000
	▼							-
	▼							-
	▼							-
TOTAL FUNDING SOURCES		125,000	125,000	125,000	125,000	125,000	-	625,000

Project status and completed work

Annual program.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Planned improvements will not significantly affect future operating expenses.

Map/Pictures of Project



Priority Score **A**

Project Manager:

David Moody

Program: **394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WP-011**

Project Description **Existing Well Rehab**

Project summary, justification and alignment to Strategic Plan

The Village owns three drinking water wells, which have been kept in the event that supplemental or emergency water supply were ever needed. The Illinois EPA requires that we maintain these wells at a certain level, or they must be abandoned and capped. This project includes any remedial work that may be necessary to bring them up to current standards.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				325,000	200,000					525,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		1,000,000	2,000,000					3,000,000
TOTAL COST				1,325,000	2,200,000	-	-	-	-	3,525,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
481-Water Fund ▼	1,325,000	2,200,000					3,525,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	1,325,000	2,200,000	-	-	-	-	3,525,000

Project status and completed work

Engineering and design work was started in 2021. Rehab work will start in 2023. Costs in 2023 are for remedial work at the 71st Street back-up well, and professional services for construction oversight.

Grants (funded or applied for) related to the project.

An IEPA loan will fund the rehabilitation cost scheduled in FY2023 and in 2024.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Impact on the operating budget will be determined after the project is designed.

Map/Pictures of Project

Priority Score **A**

Project Manager:

David Moody

Program: **394**

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WP-018**

Project Description **SCADA System Maintenance**

Project summary, justification and alignment to Strategic Plan

The SCADA system is used to monitor and control the Village's water system, and requires periodic maintenance and upgrades. The Village of Downers Grove has seen water usage decline for the last 10 years primarily due to conservation efforts and higher water rates. This lower demand has changed how the water system operates, and this project will update the SCADA system to operate efficiently under the changed water usage demand.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment		X		100,000						100,000
Other/Miscellaneous										-
TOTAL COST				100,000	-	-	-	-	-	100,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
481-Water Fund ▼	100,000						100,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	100,000	-	-	-	-	-	100,000

Project status and completed work

A SCADA system assessment was completed in 2021. Recommended upgrades were started in 2022 and will be completed in 2023.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

No additional Operating expense impacts predicted.

Map/Pictures of Project

Priority Score

Project Manager:

David Moody

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WP-019**

Project Description **Water Storage Tank Rehabilitation & Maintenance**

Project summary, justification and alignment to Strategic Plan

This project includes the rehabilitation and maintenance of the Village's elevated water storage tanks. The water system has seven tanks with a storage capacity of eight million gallons. The final schedule and scope of work for each tank is determined by an engineering inspection. The inspection involves a review of the coating system on the tank. The project may include repairs, upgrades, and removal/replacement of the old coating system.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services				100,000	75,000				250,000	425,000
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment										-
Other/Miscellaneous		X		2,500,000	900,000				1,100,000	4,500,000
TOTAL COST				2,600,000	975,000	-	-	-	1,350,000	4,925,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
481-Water Fund ▼	2,600,000	975,000				1,350,000	4,925,000
▼							-
▼							-
▼							-
TOTAL FUNDING SOURCES	2,600,000	975,000	-	-	-	1,350,000	4,925,000

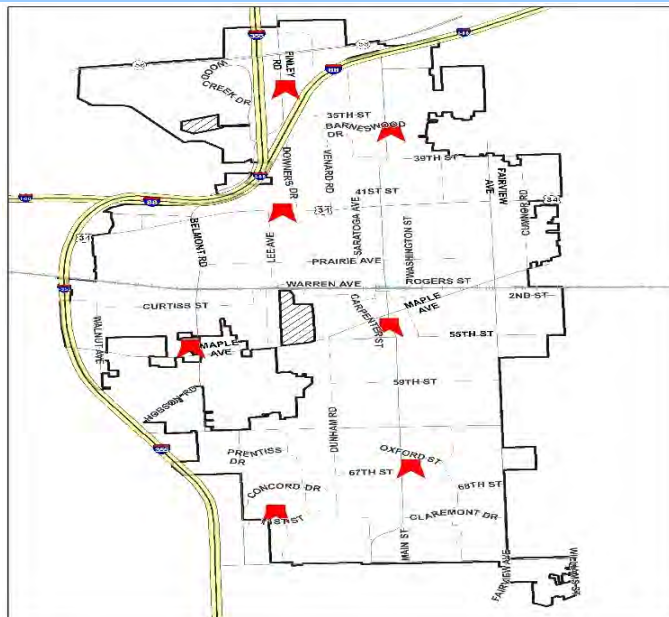
Project status and completed work

Engineering services and cellular equipment removal coordination for the Downers Drive water tower rehabilitation started in 2021. Rehabilitation construction and construction oversight will take place in 2023.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project



Priority Score

Project Manager:

David Moody

Program: 394

Department:

Public Works

2023-2027 Capital Project Sheet

Project # **WP-023**

Project Description **Water Meter Replacement - Village Wide**

Project summary, justification and alignment to Strategic Plan

The Village of Downers Grove installed new water meters between 2002 and 2004. 20 years to 25 years is the generally accepted life expectancy for a water meter. As water meters age, they typically become less accurate, which results in a loss of revenue from water sales for the Village of Downers Grove.

Cost Summary	New	Maintenance	Replacement	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
Professional Services										-
Land Acquisition										-
Infrastructure										-
Building										-
Machinery/Equipment		x							6,000,000	6,000,000
Other/Miscellaneous										-
TOTAL COST				-	-	-	-	-	6,000,000	6,000,000

Funding Source(s)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Years	TOTAL
481-Water Fund						6,000,000	6,000,000
							-
							-
							-
TOTAL FUNDING SOURCES	-	-	-	-	-	6,000,000	6,000,000

Project status and completed work

Residential water meter testing began in 2021, and was completed in 2022. Meter replacement is scheduled for beyond 2027.

Grants (funded or applied for) related to the project.

Impact-annual operating expenses	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Future Yrs	TOTAL
Projected Operating Expense Impact:							-

Map/Pictures of Project

Priority Score

Project Manager:

David Moody

Program: 394

Department:

Public Works

VEHICLE INVENTORY

Cost Center	Unit #	Description	Replace	Life	Amount
142 Building Admin	114	2017 FORD F250 SUPER DUTY PICKUP	2037	15	\$35,000
	134	2014 JOHN DEERE GATOR	2029	15	\$25,000
	214	2006 FORD F450 SUPER DUTY CARRYALL	2023	15	\$50,000
	650 - NSR	1998 FORD RANGER PICKUP	NSR		\$0
220.342 Street Construction	104	2008 FORD RANGER SUPER PASS CAR	2023	14	\$30,825
	122	2017 FORD F150 PICKUP	2032	15	\$35,000
311 PW Admin	113	2007 HONDA CIVIC GX 4 DOOR	2022	15	\$33,663
312 PW Development Engineering	106	2008 FORD RANGER SUPER CARRYALL	2023	14	\$37,087
	121	2017 FORD F150 PICKUP	2032	15	\$30,000
	190	2004 FORD F150 CARRYALL	2022	15	\$33,663
	191	2005 FORD TAURUS SE 4 DOOR	2022	17	\$33,663
	649	2004 FORD F150 CARRYALL	2023	18	\$38,337
313 PW Engineering	115	2011 CHEVROLET EXPRESS G2500 VAN	2026	15	\$40,000
	120	2017 FORD F150 PICKUP	2032	15	\$30,000
320 PW Supplies	31	2007 Tennant T20 Floor Scrubber	2022	14	\$65,000
	33	2006 Toyota 7FGU30 forklift CNG	2026	20	\$35,000
333 PSRT	116	2021 FORD TRANSIT VAN	2029	8	\$42,000
	236	2007 INTERNATIONAL 7400 CARRYALL	2025	19	\$225,000
335 Forestry	24	2022 John Deere 624P 4WD Wheel Loader	2042	20	\$250,000
	29	2008 Mad Vac	2023	15	\$85,000
	57	BOBCAT 4740 T4 SKID STEER LOADER	2023	13	\$7,000
	59	2008 TOWMASTER TRAILER	2028	21	\$15,000
	182	2021 FORD ESCAPE SE			
	184	2018 Ford Pickup	2031	13	\$31,000
	201	2011 Morbark Chipper	2023	11	\$150,000
	216	2019 Ford Truck	2032	13	\$55,000
	250	2012 FORD F450 SUPER DUTY PICKUP	2026	15	\$75,000
	251	2012 FORD F450 SUPER DUTY TRUCK	2026	15	\$75,000
	256	2014 FORD F550 SUPER DUTY PICKUP	2029	16	\$175,000
	283	1997 Finn hydroseeder	2023	25	\$30,000
	292 - NSR	1999 INTERNATIONAL 4000 SERS TRUCK	NSR	0	\$0
	293 - NSR	1999 Vermeer chipper	NSR	0	\$0
	294	2018 PETERBILT CON 348 TRACTR TK	2034	17	\$200,000

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VEHICLE INVENTORY

Fiscal Year 2023 Adopted Budget

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Cost Center	Unit #	Description	Replace	Life	Amount
342 Pavement	22	2022 John Deere 624P 4WD Wheel Loader	2042	20	\$250,000
	56	2012 John Deere Skid Steer	2028	16	\$80,000
	58	2011 TOWMASTER TRAILER	2032	21	\$12,000
	64	2012 Falcon Hotbox Red Trailer	2032	12	\$40,000
	65	Stepp Hotbox Trailer	2028	16	\$25,000
	144	2017 FORD F150 PICKUP	2032	15	\$30,000
	150	2005 TOWMASTER T-12T TRAILER	2025	21	\$10,000
	152	2007 Diamond Concrete Saw	2037	16	\$20,000
	161	1998 JAMAR TRAILER	2025	22	\$17,000
	183	2017 FORD F150 PICKUP	2032	15	\$35,000
	202	2004 Cat roller	2023	15	\$75,000
	205	2017 PETERBILT 348 STAKE/RAK	2032	16	\$220,000
	215	2017 FORD F450 SUPER DUTY PICKUP	2032	15	\$100,000
	232	2021 Peterbilt Stake/Rak	2036	16	\$210,000
	239	2012 FREIGHTLINER M2112V TRUCK	2031	20	\$250,000
	241	2013 FREIGHTLINER 114SD TRUCK	2032	20	\$250,000
	242	2014 MACK TRACTR TK	2030	16	\$250,000
	252	2012 FORD F450 SUPER DUTY TRUCK	2026	15	\$80,000
	253	2012 FORD F450 CAB CHASS	2026	15	\$80,000
	297	2017 FORD F450 SUPER DUTY PICKUP	2032	15	\$85,000
	298	2017 FORD F350 SUPER DUTY PICKUP	2034	17	\$75,000
343 Drainage	20	2022 John Deere 410L Backhoe Loader	2042	20	\$150,000
	23	2022 John Deere 624P 4WD Wheel Loader	2042	20	\$250,000
	193T	2006 HILBILT HI DUMP TRAILER	2026	20	\$160,000
	194	2005 Towmaster T70 DTG Trailer	2026	20	\$40,000
	197	2000 FORD E450 VAN	2025	25	\$150,000
	200	2006 STERLING LT9500 TRACTR TK	2026	20	\$0
	206	2017 PETERBILT 348 STAKE/RAK	2032	16	\$205,000
	207	2017 PETERBILT 348 STAKE/RAK	2032	16	\$205,000
	208	2021 Peterbilt Stake/Rak	2036	16	\$113,000
	212	2019 Ford F550	2032	13	\$72,000
	218	2019 Ford F450	2032	12	\$72,000
	233	2021 Peterbilt Stake/Rak	2023	16	\$113,000
	234	2007 FREIGHTLINER M2 106 HEAVY DUT REGLR CAB	2022	14	\$164,669
	235	2007 FREIGHTLINER M2 106 HEAVY DUT REGLR CAB	2023	14	\$192,000
	237	2020 Peterbilt Tractor AquaJet	2029	11	\$500,000
	254	2012 FORD F450 SUPER DUTY TRUCK	2025	14	\$75,000
	255	2012 FORD F450 SUPER DUTY TRUCK	2025	14	\$75,000

VEHICLE INVENTORY

Cost Center	Unit #	Description	Replace	Life	Amount
344 PW Traffic	143	2006 FORD E450 S/DUTY COMM CARRYALL	2023	15	\$125,000
	181	2008 FORD ESCAPE 4 DOOR	2023	13	\$35,000
	198	2015 CHEVROLET EXPRESS CNVTR GER	2029	14	\$50,000
	213	2019 FORD TRUCK F-450	2032	13	\$56,000
	221 - NSR	2006 Solartech Speed Trailer	NSR		
	222 - NSR	Patco Speed Trailer	NSR		
	223 - NSR	2005 Solar Tech Message Board	NSR		
	227 - NSR	2004 Solar Tech arrowboard	NSR		
	228 - NSR	2005 Solar Tech Message Board	NSR		
	231	2021 Peterbilt 348 Stake/Rak	2036	16	\$113,000
	260	Instalert 24-Inch Message Board	2037	15	\$20,000
	261	Instalert 24-Inch Message Board	2037	15	\$20,000
391 Water Admin	100	2016 FORD TRANSIT CNVTRGER	2025	9	\$38,000
	105	2021 FORD ESCAPE SE			
	180	2017 FORD F150 PICKUP	2032	15	\$30,000
392 Water Pumping & Treatment	101	2016 FORD TRANSIT CNVTR GER	2025	9	\$30,000
393 Water	21	2022 John Deere 410L Backhoe Loader	2042	20	\$150,000
	210	2020 FORD F-450 CB	2033	14	\$100,000
	210T	2020 ALUM-LINE CARGO (TRAILER)	2033	14	\$30,000
	238	2009 FREIGHTLINER M LINE WALK-IN V TRUCK	2025	17	\$210,000
	240	2007 CHEVROLET C4500 C4E042 CARRYALL	2025	18	\$85,000
	257	2014 FORD F550 SUPER DUTY PICKUP	2029	16	\$175,000
411 CD	107/138	2007 Chevrolet Impala LS	2022	15	\$36,663
	108	2009 HONDA CIVIC 4 DOOR	2023	15	\$35,000
	109	2009 HONDA CIVIC 4 DOOR	2023	15	\$35,000
	110	2009 HONDA CIVIC 4 DOOR	2023	15	\$35,000
	111	2009 HONDA CIVIC 4 DOOR	2023	15	\$35,000
531.361 Fleet Maintenance	001	2017 FORD F350 PICKUP	2032	15	\$75,000
	002	2022 Ford Explorer Utility 4WD	2037	15	\$45,000
	805	2013 CHEVROLET TAHOE CARRYALL (Pool) Black	2030	16	\$25,000
	030	2014 Toyota Forklift Model #8FGU30	2023	16	\$25,000
611 Support Services	192	2005 CHEVROLET C/15 SUBURBAN STN WAGON	2023	16	\$42,645
	815	2016 FORD FUSION HYBRID SEDAN (Blue)	2026	10	\$37,000
	834	2016 FORD CARRYALL UTILITY INTERCEPTOR	2024	6	\$55,000
	855	2021 FORD ESCAPE SE	2034	13	\$45,000

Fiscal Year 2023 Adopted Budget

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VEHICLE INVENTORY

Fiscal Year 2023 Adopted Budget

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Cost Center	Unit #	Description	Replace	Life	Amount
624 Patrol	801	2019 FORD TRUCK F150 4X4 (ET) Black	2025	6	\$55,000
	802	2019 FORD TRUCK F150 4X4 (ET) Black	2025	6	\$55,000
	803	2013 CHEVROLET TAHOE CARRYALL	2023	5	\$75,000
	811	2014 CHEVROLET TAHOE CARRYALL	2023	5	\$75,000
	816	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	6	\$75,000
	817	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$75,000
	818	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	6	\$75,000
	819	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$75,000
	820	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	6	\$75,000
	827 - NSR	2015 BRAVO TRAILER	NSR		
	831	2018 FORD CARRYALL UTILITY INTERCEPTOR	2024	5	\$75,000
	832	2018 FORD CARRYALL UTILITY INTERCEPTOR	2027	5	\$75,000
	833	2018 FORD CARRYALL UTILITY INTERCEPTOR	2027	5	\$75,000
	837	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$65,600
	842	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$65,600
	843	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$65,600
	848	2017 FORD EXPLORER POLICE AWD 4 DOOR	2023	5	\$65,600
	850	2021 FORD EXPLORER AWD STERLING GREY	2026	5	\$75,000
	851	2022 FORD EXPLORER AWD SILVER GREY	2022	5	\$62,061
	852	2021 FORD EXPLORER AWD	2026	5	\$75,000
	853	2021 FORD EXPLORER AWD	2026	5	\$75,000
	881	2019 FORD FUSION HYBRID 4 DOOR (CSO)	2029	10	\$35,000
	882	2019 FORD FUSION HYBRID 4 DOOR (CSO)	2029	10	\$35,000
	883	2007 FORD EXPLORER CARRYALL	2023	5	\$60,000
	889 - NSR	CLUB CAR GOLF CART ABANDONED PROPERTY	NSR		
625 Investigations	812	2014 FORD FUSION HYBRID 4DR SEDAN	2025	10	\$36,000
	830	2018 FORD CARRYALL UTILITY INTERCEPTOR	2024	5	\$75,000
	854	2021 FORD ESCAPE SE	2025	5	\$75,000
	862	2022 TOYOTA CAMRY			
	863	2022 TOYOTA SIENNA HYBRID GREY			
	864	2012 FORD FUSION HYBRID 4 DOOR (Grey)	2023	10	\$60,352
	865	2012 FORD FUSION HYBRID 4 DOOR (Grey)	2023	5	\$60,352
	866	2012 FORD FUSION HYBRID 4 DOOR (Blue)	2023	10	\$45,000
	867	2012 FORD FUSION HYBRID 4 DOOR (Black)	2022	5	\$34,899
	869 - NSR	2016 RAM 1500 PICKUP (Blue)	NSR		
	884	2013 FORD FUSION SE HYBRID 4 DOOR	2023	10	\$45,000
	885	2013 FORD FUSION SE HYBRID 4 DOOR (Grey)	2023	10	\$45,000
	895 - NSR	2013 DODGE CHARGER 4 DOOR (White)	NSR		
	899 - NSR	2008 BUICK ENCLAVE UTILITY (Gold)	NSR		
	Z101 - NSR	2006 CHEVROLET EXPRESS G2500 CNVTR GER	NSR		

VEHICLE INVENTORY

Cost Center	Unit #	Description	Replace	Life	Amount
633 Crime Prevention	887 - NSR	2015 FORD TRANSIT CONNECT VAN FED SEIZURE	NSR		
471.665 Parking Enforcement	888	2021 FORD ESCAPE SE	2027	6	\$75,000
711 Management Fire	910	2020 FORD EXPEDITION WAGON	2029	9	\$75,000
	928	2017 FORD EXPLORER	2025	8	\$45,000
	949	2014 CHEVROLET TAHOE CARRYALL	2025	9	\$75,000
	951	2022 Ford Expedition XL 4x4	2037	15	\$45,000
722 Fire Suppression	900 - NSR	1946 CHEVROLET <i>ANTIQUE FIRE</i> TRUCK	NSR		
	902 - NSR	1991 FORD F350 CAB CHASS	NSR		
	907	2017 FERRARA TRUCK	2027	10	\$800,000
	908	2018 FERRAR FIRE IGNITER CHASSIS	2028	10	\$700,000
	909	2020 PIERCE IMPEL PUMPER			
	911	2018 FORD EXPEDITION XL WAGON 4 DOOR	2029	10	\$75,000
	932 - NSR	2008 PIERCE FIRE APP	NSR		
	933	2008 CHEVROLET K15 BLAZER/SUBUR CARRYALL	2029	11	\$75,000
	936	2008 FORD F350 SUPER DUTY PICKUP	2025	17	\$50,000
	944	2011 SMEAL OVER CAB FIRE APP/2010 SPARTAN	2024	13	\$1,500,000
	947	2014 PIERCE FIRE APP	2023	10	\$650,000
732 Fire Training	946	2013 CHEVROLET TAHOE CARRYALL	2022	9	\$54,398
741 Fire Prevention	937	2008 CHEVROLET IMPALA POLICE 4 DOOR	2022	14	\$37,642
	927	2021 FORD ESCAPE SE	2026	5	\$45,000
	942	2009 HONDA 4 DOOR	2023	14	\$35,000
	921 - NSR	2003 CHEVROLET K1500 TAHOE UTILITY	NSR		
	943	2011 CHEVROLET TAHOE CARRYALL	NSR		
742 Hazmat	935	2000 PETERBILT CONVENTIONAL 330 TRUCK	2026	26	\$150,000
743 Public Education	912 - NSR	1998 SCOTTY TRAILER	NSR		
	930	2020 CHRYSLER <i>PACIFICA</i> WAGON	2034	14	40000
751 Fire EMS	915	2016 FORD F550 SUPER DUTY AMBULANCE	2023	6	\$384,515
	917	2016 FORD F550 SUPER DUTY AMBULANCE	2023	6	\$384,515
	918	2019 FORD F550 SUPER DUTY AMBULANCE / 2019 HORTON	2025	6	\$310,000
	934 - NSR	2007 POLARIS ALL TERRAIN	NSR		
	934T - NSR	2008 ALUMA LTD TRAILER	NSR		
	939 - NSR	2010 FORD F550 INTERNATIONAL 4000 SERIES 4300 AMBULANCE 2010 MEDTEC	NSR		
	945 - NSR	2013 FORD F550 PIERCE TRUCK/2013 FREIGHTLINER <i>AMBULANCE</i>	NSR		
	948 - NSR	1986 SHORE LANDR TRAILER	NSR		
841 Cable TV	620	1998 FORD S250 VAN	2023	25	\$30,000
Total Vehicles/Units	181				

Fiscal Year 2023 Adopted Budget

Fiscal Year 2023 Adopted Budget

DOWNERS GROVE AT A GLANCE

GLOSSARY

COMMON ACRONYMS

DOWNERS GROVE AT A GLANCE

Historical Perspective

In 1832 Pierce Downer, the first settler to what was to become Downers Grove, ended his long journey from New York State, when he saw an oak grove standing alone in the middle of an open prairie. Although he was hesitant about the welcoming he would receive from the Indians, Downer built a log cabin on that site, where he lived alone for over two years until he was joined by his daughter.

Soon news spread about the incredible opportunities for a better life in "the Grove" as it was originally called. Dexter Stanley, Israel Blodgett and Horace Dodge all became famous settlers to the area who carved out lasting impressions in Downers Grove's history. Both Stanley and Blodgett built log cabins for schools, and Dodge held church services in his home.

The 1850's continued to see growth in the area not only with people migrating from New England and New York State eager to obtain land on fertile prairies but also with fugitive slaves from the south and west looking for freedom. Downers Grove became a vital link in the Underground Railroad escape route because there was a strong anti-slavery sentiment in Downers Grove as citizens offered their homes as refuge.

In 1862, the CB&Q Railroad Company made a decision to build a railroad from Aurora to Chicago, going through Downers Grove. This proved to be the single most important influence on the development of Downers Grove. News of the upcoming railroad prompted many changes such as building a railroad station, additional streets and a business section of town. Also, with a population of a little over 350, residents of Downers Grove felt they needed a village government. Therefore, in 1873 they drew up a petition, held an election and Downers Grove became incorporated.

Over the years, Downers Grove has continued to grow and develop. Its location is a center of transportation with the convergence of the interstate highways, the railroad and the proximity to national airports. This makes it a desirable location for offices, businesses and industry. Its feelings of community, friendliness and helpfulness make it a desirable location for people to call home.

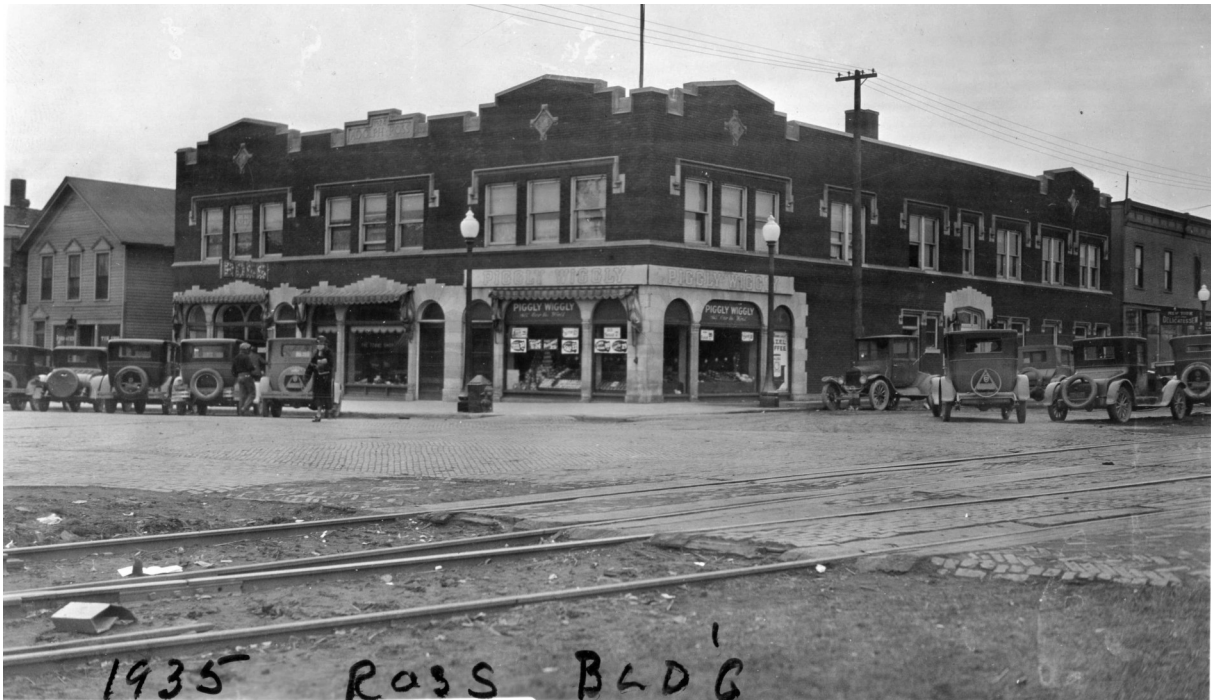


Photo courtesy of the Downers Grove Park District Museum & the Downers Grove Historical Society

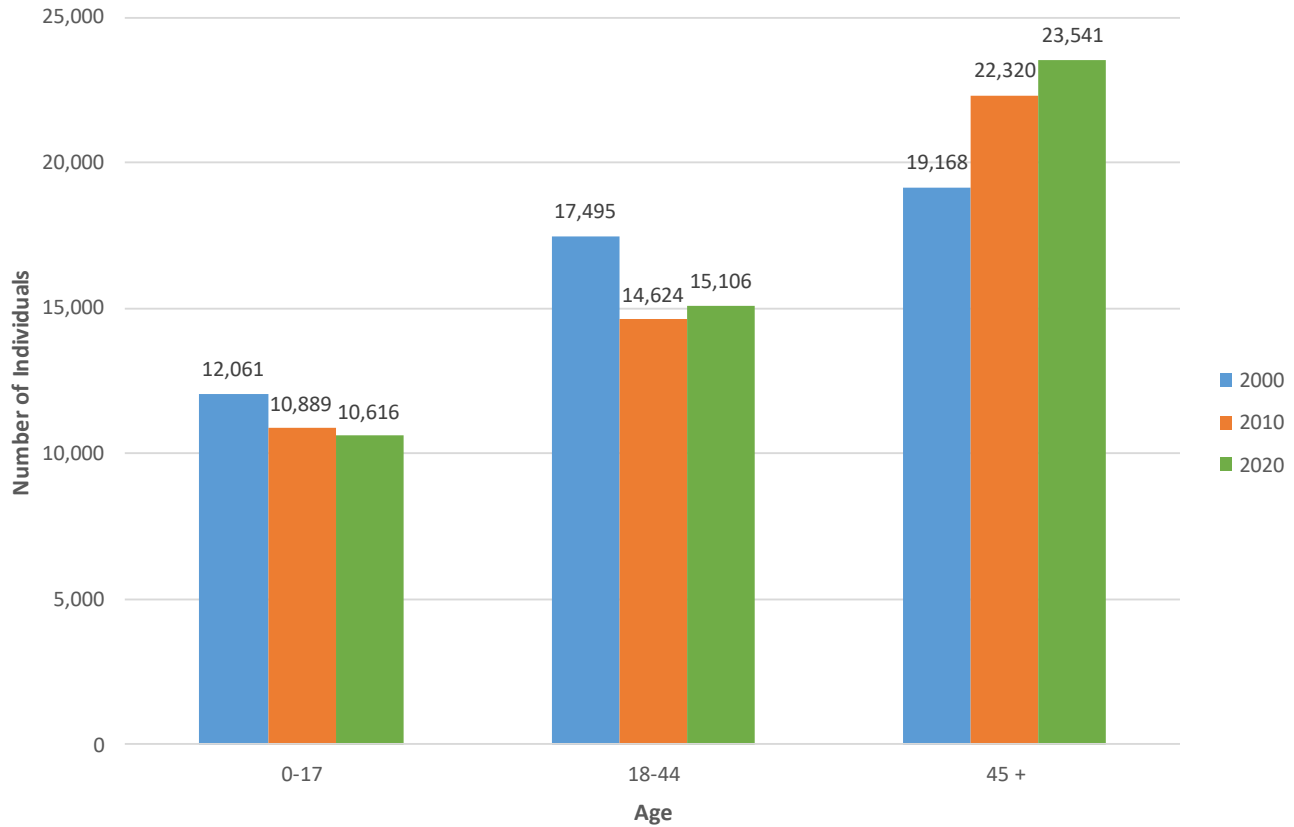
DOWNERS GROVE AT A GLANCE

Village of Downers Grove Principal Property Taxpayers

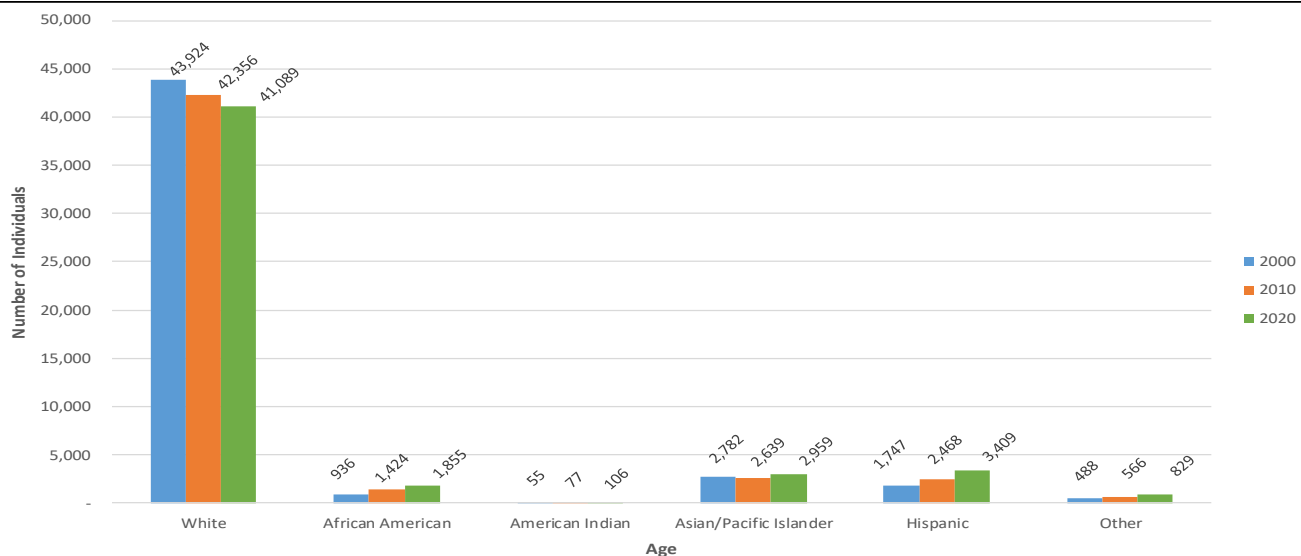
Taxpayer	2021 Taxable Assessed Value	% of Total Taxable Assed Value
Kore 3500 Lacey Owner LLC	24,427,101	0.88%
Executive Towers II Realty	24,204,560	0.88%
Esplandade I SPE LLC	23,462,020	0.85%
FPA6 Grove LLC	18,591,960	0.67%
Hamilton Partners Inc	17,898,884	0.65%
PBH Prentiss Creek LLC	16,140,680	0.58%
Bristol Club LP	15,014,960	0.54%
Highland Owner LLC	14,947,990	0.54%
Bridge Development Ptr	13,856,700	0.50%
Highland Landmark Prop	13,264,830	0.48%
Source Office of Dupage County Clerk		

Unemployment Rates			
Year	Village of Downers Grove	DuPage County	State of Illinois
2006	4.10%	3.40%	4.50%
2007	4.90%	3.80%	5.50%
2008	7.10%	5.00%	7.60%
2009	7.70%	8.40%	11.10%
2010	6.40%	8.90%	9.20%
2011	6.40%	8.80%	8.90%
2012	6.50%	8.90%	8.60%
2013	6.30%	8.30%	8.70%
2014	3.70%	4.40%	6.20%
2015	4.00%	4.40%	6.10%
2016	4.10%	4.50%	5.50%
2017	3.60%	3.90%	4.80%
2018	4.00%	2.80%	4.30%
2019	1.90%	2.80%	3.60%
2020	6.70%	7.90%	8.00%
2021	4.10%	4.50%	6.10%
2022 (1)	3.10%	3.10%	4.60%
(1) as of October 2022			

DOWNERS GROVE AT A GLANCE

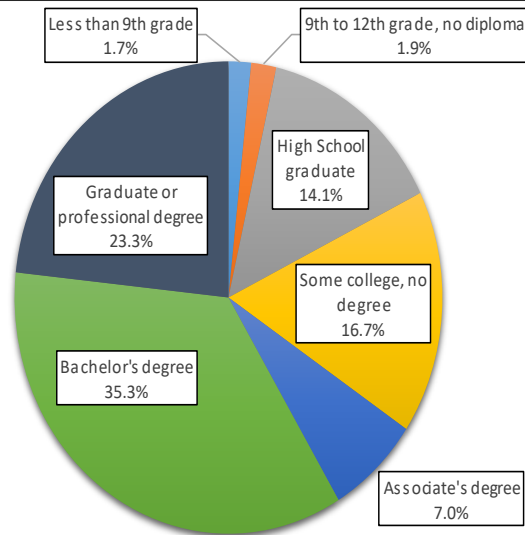


The Age Distribution graph compares the change in population for three age categories from 2000 to 2020. The number of children has remained relatively steady, however the age group 45+ has increased 23% since 2000, demonstrating a shift toward an older population in Downers Grove.

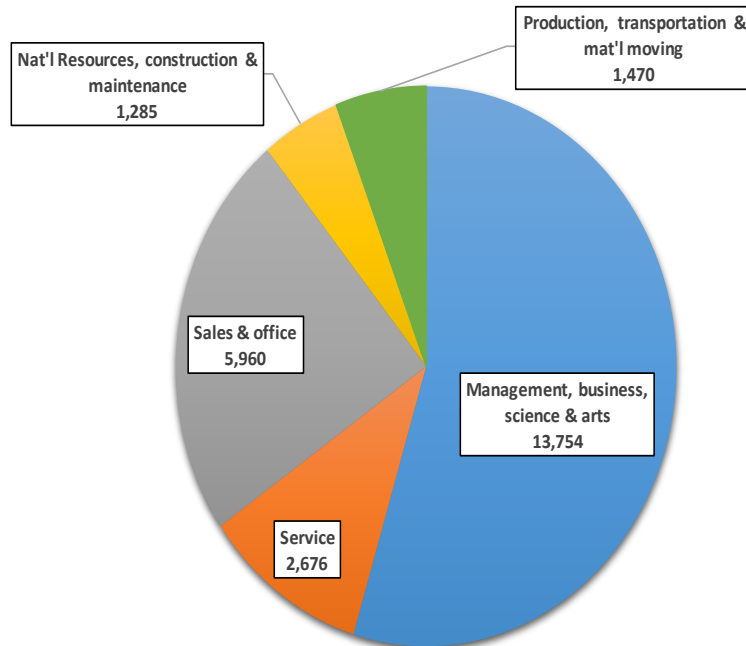


The Population Diversity graph compares the population by race from 2000 to 2020. The graph shows that White (Caucasian) makes up almost 82% of the total population. The next largest group is the Hispanic with almost 7% of the total.

DOWNERS GROVE AT A GLANCE



The Educational Attainment graph shows the education reached by level for the Downers Grove population 25 years old and over for 2020. Over 50% of the population in Downers Grove is considered at the professional level.



The Occupation Allocation graph shows the various occupations of the Downers Grove civilian employed population over 16 years old in 2020.

DOWNERS GROVE AT A GLANCE



PROFILE OF THE VILLAGE OF DOWNERS GROVE

The Village of Downers Grove, which has a land area of about 14.75 square miles, is located in DuPage County and is 22 miles west of Chicago. DuPage County is the second most populated county in Illinois, after Cook County. The median household income in the Village is \$97,197. Along with several major arterial highways, three Burlington Northern commuter train stations are located in the Village; these provide commuters about a 25-minute train ride to and from Chicago and easy access to the entire metropolitan area.

The Village is a premier location for business, a home to many corporate and regional headquarters. Advocate Good Samaritan Hospital, the only Level One trauma center in DuPage County, is also located in Downers Grove. The resident population is 50,247; however, the Village's corporate business parks and shopping districts raise the daytime population and economic activity, providing the Village the benefit of a significant level of sales tax revenue. A review of the retail expenditure information suggests that the Village attracts residents from surrounding communities to support the sales tax income. The property tax base is 77 percent residential, 20 percent commercial, and 3 percent industrial. The ten leading commercial property tax payers are from a diverse economic base and account for approximately 6.6 percent of the total tax base.

The Village of Downers Grove was originally settled in 1832 and was incorporated on March 31, 1873. Today, the Village operates under the Manager form of government. As defined by Illinois statutes, the Village is a home-rule community and provides a full range of municipal services to its residential and commercial customers. These services include police and fire protection; building code and fire prevention inspection services; paramedic services; water services; a commuter and residential parking system; community development services; and the construction and maintenance of streets, stormwater, and other municipal infrastructure.

RESIDENT DEMOGRAPHICS

Median Age	43.1
Household Median Income	\$97,197

HOUSING

Total Housing Units	21,355
Median Home Value	\$360,100

Source: <https://www.census.gov/quickfacts/fact/table/downersgrovevillageillinois>

DOWNERS GROVE AT A GLANCE

Public Schools

District 58 serves students in grades K-8 living in Downers Grove and portions of Darien, Oak Brook, Westmont, and Woodridge with 11 elementary schools and 2 middle schools

Enrollment: 4,498

Website: www.dg58.org

District 99 has two high schools serving students in Downers Grove, Woodridge, and parts of Bolingbrook, Darien, Lisle, Oak Brook, Westmont, and unincorporated portions of DuPage County.

Enrollment: 4,894

Average SAT score 1104.2

Website: www.csd99.org

Utilities

Electricity: ComEd www.comed.com

Natural Gas: Nicor www.nicor.com

Water Source: DuPage Water Commission www.dpwc.org (Lake Michigan) and some private wells for unincorporated areas

Stormwater: Village of Downers Grove www.downers.us

Refuse/Recycling: Republic Services www.republicservices.com

Cable TV: Comcast www.xfinity.com

AT&T att.com

Sanitary Sewers: Downers Grove Sanitary District www.dgsd.org

Transportation

Airports: O'Hare International - 22 miles, Midway International - 18 miles, DuPage Airport - 25 miles

Driving: Downers Grove is located close to several interstates, offering convenient access to Chicago and other popular destinations: I-88, I-355, (5 interchanges), I-294, I-55, I-290, and Illinois Routes 34, 56, 53, and 83.

Parking Deck: A 787-space parking deck located at 945 Curtiss offers parking for shoppers and commuters in the heart of downtown, easing on-street parking congestion.

Transportation-continued

Public Rail: METRA rail service connects Downers Grove to Chicago and the far western suburbs with three stations located at Belmont Road, Main Street, and Fairview Avenue with commuter parking available. www.metrarail.com

Bus Service: The Pace Commuter Shuttle operates Monday through Friday, providing service to the Main Street Train and Belmont Stations during the morning and evening rush hours.

www.pacebus.com

Library

Circulation over 1.0 million

Collection 246,850

Website: www.dglibrary.org

Parks and Recreation

Downers Grove Park District is the third largest Park District in DuPage County with 49 park sites or facilities with over 600 acres of land.

Notable facilities include the approximately 90-acre Downers Grove Golf course, the first 18-hole golf course in the United States, currently a 9-hole course. Lincoln Community Center, Downers Grove's oldest standing school building, was remodeled and now contains facilities for leisure programs and activities for all ages. The Recreation and Fitness Center offers services and programs to promote healthy lifestyles and enhance body and mind. Amenities include open gyms, multipurpose rooms for classes, free weights and cardio equipment, and an indoor track.

The Lyman Woods Interpretive Center acts as a gateway to 135 acres of natural area. After a visit to the Center, explore the beauty of Lyman Woods, home to an oak forest, savanna, frogs, deer, insects, and other natural wonders. Belmont Prairie, a 10-acre site, was the first dedicated Illinois Nature Preserve in DuPage County. The District also operates a Historical Museum Campus with a collection of more than 15,000 artifacts. McCollum Park Miniature Golf & Concessions has recreational equipment, 18-hole miniature golf course, horseshoes and general recreation. The district also provides tennis and pickleball courts, baseball fields, picnic areas, skating areas, fishing ponds, a pavilion and walking/jogging trails.

Website: www.dgparks.org

DOWNERS GROVE AT A GLANCE

Business

Downers Grove has 12 business districts with distinct characteristics, including 2 industrial areas.

Competitive Initiatives: Yes

Industrial Revenue Bonds: Yes

Tax Increment Financing Districts: 1

Special Service Areas: 10

Village Facilities

- Village Hall
- Fleet Garage
- Police Station
- Public Works
- 4 Fire Stations
- Library

Infrastructure:

329 lane miles of Local, Collector and Arterial Roadways

- 60% with Curb and Gutter
- 40% with Ditches
- 240 miles of Sidewalks

Water System:

- 7 Elevated Storage Tanks
- 6 Rate Control Stations
- 230 miles of Water Distribution Main
- 2,685 Fire Hydrants
- 2,727 Main Line Distribution Valves
- 3 Backup Wells
- Supervisory Control and Data Acquisition System

Stormwater System:

- Approximately 7,000 drainage structures
- 315 stormwater detention facilities
- 130 miles of storm sewer pipes
- 11 miles of streams
- 140 miles of roadway ditches
- 47,000 feet of culverts

Economic Development

Downers Grove Economic Development is a public-private 501c6 partnership supported by the Village and private sector companies

Website: www.dgedc.com

Community Events

February: Ice Sculpture Festival

Summer : Downtown Downers Grove Market (Saturdays)

June: Grove Fest

July: Independence Day Parade

September: Fine Arts Festival and Oktoberfest

October: Fireworks

November: Tree Lighting

Awards and Recognition

- GFOA Certificate of Achievement for Excellence in Financial Reporting
- GFOA Distinguished Budget Award
- Gold Standard Accreditation with Excellence through the Commission on Accreditation for Law Enforcement Agencies (CALEA) for the Police Department. The Department also received the Meritorious Award for achieving 15 or more consecutive years of accreditation; a new milestone for the Village.
- ISO Class 1 Public Protection Classification for the Fire Department
- American Heart Association Gold Status for the Fire Department for collaboration with local hospitals in the treatment of cardiac emergencies and strokes
- Tree City USA by the National Arbor Foundation

DOWNERS GROVE AT A GLANCE

Downers Grove EAV Breakdown by Type of Property		
	2021 EAV	% of Total
Residential	\$2,226,725,863	77%
Commercial	572,063,350	20%
Industrial	98,911,388	3%
Total	\$2,897,700,601	100%
Source: DuPage County Clerk		

Downers Grove Taxable Sales by Category (\$000s)			
Taxpayer	2019	2020	2021
General Merchandise	\$39,153	\$27,865	\$40,060
Food	116,473	130,709	133,821
Drinking and Eating Places	164,105	125,327	163,887
Apparel	29,739	19,250	28,268
Furniture and HH and Radio	134,084	114,839	133,868
Lumber, building Hardware	64,200	71,768	78,140
Automobile and Filling Stations	370,295	368,417	460,828
Drugs and Miscellaneous Retail	231,869	238,456	356,157
Agriculture and all others	94,989	102,850	92,766
Manufacturers	10,093	9,389	14,331
Total	\$1,255,000	\$1,208,870	\$1,502,126
Source: Illinois Department of Revenue			

Downers Grove Large Employers		
Name	Product or Service	Number of Employees
Advocate Good Samaritan Hospital	Hospital and health care services	2,500
GCA Services Group Inc.	School maintenance	1,500
University Subscription Services	Periodicals publishing	1,050
Midwestern University	Higher education	1,000
Ambitech Engineering Corp.	Engineering	700
First Health Corporation/Coventry	Health care services	500
Advocate Aurora Healthcare	Healthcare company	450
Aramark	Facilities and uniform services	440
SAP America	Software and Technology	425
HMOS of Blue Cross Blue Shield of IL	Healthcare company	420
Source: Downers Grove Economic Development Corporation		

GLOSSARY

AAA: The highest possible rating assigned to the bonds of an issuer by credit rating agencies.

Accrual Basis: The basis of accounting under which revenue is recorded when earned and expenses when the liability is incurred.

Amortization: A method that is used to prorate the cost of a specific type of asset to the asset's life.

Appropriation: An authorization for a specific time period granted by a legislative body to make expenditures and to incur obligations for specific purposes.

Audit: A formal examination of an organization's accounts or financial situation, by an independent body.

Balanced Budget: The Village considers the budget, at the fund level, to be balanced if the budgeted expenditures, plus expected reserve drawdown, are matched by budgeted new revenues and available beginning fund balances

Bond: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, called the maturity date, together with periodic interest at a specified rate.

Bonded Debt: That portion of indebtedness represented by outstanding bonds.

Budget: A fiscal plan showing estimated expenditures; revenue and service levels for a specific fiscal year.

Budget Calendar: The schedule of key dates or milestones which the Village follows in the preparation, adoption and administration of the budget.

Budget Message: The opening section of the budget which provides the Village Council and the public with a general summary of the most important aspects of the budget and the views and recommendations of the Village Manager.

Budgetary Control: The level at which management must seek government body approval to amend the budget once it has been approved. The Village has a few layers of budgetary control. There is this level, but also the levels that the Manager imposes on his Directors and Departments.

Capital Assets/ Improvements: An acquisition or addition to fixed assets that has an estimated useful life of greater than one year. General categories commonly used included: land, buildings, building improvements, machinery and equipment and construction in progress. The capitalization limit varies by category of asset. The current capitalization limits by asset category are: Land, no limit all land purchases are capitalized; Buildings, \$25,000; Machinery & Equipment, Capital Computerized Equipment, Motorized Vehicles & Intangible Assets, \$25,000; Infrastructure, \$25,000.

Capital Projects Budget: A Community Investment Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects designed to improve the value of the government assets and are included in the first year in the five-year Community Investment Program.

Capital Projects Fund: A fund created to account for financial resources to be used for projects in the Capital Projects Budget. It is used to account for general construction and capital improvements not included in other, more specific, capital funds.

Community Investment Program (CIP): A plan for capital expenditures to provide long-term physical improvements to be incurred over the next five years. The plan is reviewed and amended annually.

Construction Deposit Fund: Tracks the activity of all development and construction bonds held by the Village during construction projects.

Corporate Levy: The amount of money a taxing body certifies to be raised from the property tax that is not committed to fire, police, or capital programs.

Corporate Personal Property Replacement Tax: Law enacted in 1979 to replace the corporate personal property tax. It consists of a State income tax on corporations, trusts, partnerships and a tax on the invested capital of public utilities. The tax is collected by the Illinois Department of Revenue and distributed to over 6,000 local governments based on each government's share of Corporate Personal Property tax collections in a base year (1976 in Cook County or 1977 in Downstate Counties).

GLOSSARY

Debt Service: The Village's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Debt Service Fund: Is established to account for the accumulation of resources for and the payment of, principal and interest on long-term debt.

Depreciation: That portion of the cost of a capital asset, which is charged as an expense during a particular period. This is a process of estimating and recording the cost of using up a fixed asset.

DU-COMM: Is an intergovernmental 9-1-1 Emergency Dispatch Center that provides public safety communication services to Police, Fire, and EMS agencies. DU-COMM serves over forty-five agencies in DuPage County.

Effective Tax Rate: Is a measure of the property tax burden that reflects both the aggregate tax rate and the level of assessment.

Emergency Telephone System Board (ETSB): An emergency telephone system board appointed by the corporate authorities of any county or municipality that provides for the management and operation of a 9-1-1 system.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises or where the intent of the governing body is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, to measure economic performance or that the determination of revenues earned, costs incurred and/ or net income is accurate for management accountability. (Includes Water and Parking Funds)

Equalization: The application of a uniform percentage increase or decrease to assessed values of various areas or classes of property to bring assessment levels, on average, to a uniform level of market value.

Equalization Factor (multiplier): The factor that must be applied to local assessments to bring about the percentage increase or decrease that will result in an equalized assessed valuation equal to one-third of the market value of the taxable property in a jurisdiction.

Equalized Assessed Valuation (EAV): The assessed value multiplied by the State equalization factor minus adjustments for exemptions. Taxes are calculated based on this property value.

Equipment Replacement Fund: Is classified as an internal service fund. Revenue is derived from charges to Village departments, and resources are used for the purchase of equipment according to the Village's Equipment Five-Year Plan.

Equivalent Runoff Unit (ERU): one ERU is equal to 3,300 square feet of impervious area, which is the average for a single family residential property in the Village. Used to assess fees for the Stormwater Utility.

Exemption: The removal of property from the tax base. An exemption may be partial, as a homestead exemption, or complete as, for example, a church building used exclusively for religious purposes. Village properties are tax exempt.

Expenditure: This term refers to the cost incurred to acquire goods or receive services regardless of when the expense is actually paid.

Fire Pension Fund: Is designated as a trust fund for the safekeeping and operation of the local Fire Pension system. The fund is set by state statute, and is administered by a separate Fire Pension Board, comprised of two active officers, one retired officer, two trustees appointed by the Mayor, and the Village Treasurer is an ex-officio member.

Fiscal Year (FY): The time period designating the beginning and ending period for recording financial transactions. The Village uses January 1 to December 31 as its fiscal year.

Fixed Assets: Assets of a long term character which are intended to continue to be held or used, such as land, buildings, and equipment.

Fleet Services: Provides maintenance and purchasing support to all Village departmental fleet equipment. This internal service fund pays for its expense through the collection of maintenance fees from user departments.

GLOSSARY

Foreign Fire Insurance Fund: This program was created in fiscal year 1999/00 to account for the funds provided by the Illinois Municipal League for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board which is comprised of Fire Department members, per State Statute.

Full Time Equivalent: One FTE equals 40 hours in one week time frame and 2080 hours in one year.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts. Commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds and fiduciary funds.

Fund Accounting: A governmental accounting system which is organized and operates on a fund basis. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Fund Balance: The assets of any fund less liabilities, as determined at the end of each fiscal year. Any reserved portions of fund balance are deducted to result in an unreserved fund balance.

General Fund: The principal operating fund of the Village. It accounts for all revenues and expenditures of the Village not accounted for in other funds. Most governmental services are provided by the General Fund including, but not limited to Police, Fire, Public Works, and many other smaller departments. This fund is also the repository for most general tax revenue including property, sales, utility and income taxes.

General Obligation Bonds (GO Bonds): Bonds that finance public projects such as new buildings and major renovation projects. GO Bonds are backed by the full faith and credit of the issuing entity.

Government Finance Officers Association (GFOA): Organization that promotes the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental fund: A separate accounting entity with a self-balancing set of accounts used to account for substantially all of the Village's general activities, including the collection and disbursement of earmarked monies, the acquisition or construction of general capital assets, and the servicing of general long term debt.

Goals: Describe specific plans a department or agency has for upcoming and future years. Goals identify intended end results, but are often ongoing and may not be achieved in one year.

Grant: A contribution by a government or other organization to support a particular function. Typically, these contributions are made to the system from the state or federal government or from private foundations.

Gross Revenue: Gross Revenue is money generated by all of a Village's operations, before deductions for expenses.

Health Insurance Fund: Is the Village's self-insured medical, dental and vision insurance fund. Claims administration is accomplished by a combination of the internal staff and contractual support. The Village also provides coverage for the Library, Park District, EDC, and Village retirees, with these participants paying 100% of their premium costs.

Impervious area: Any surface that does not or cannot absorb water, preventing the infiltration of stormwater into the ground.

Infrastructure: Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include: roads, bridges, tunnels, drainage, systems, water and sewer systems, dams, and lighting systems.

Interest Earnings: The earnings from available funds invested during the year in U.S. Treasury Bonds, Certificates of Deposit, and other securities as approved in the Council's investment policy.

Investments: A security or other asset acquired primarily for the purpose of obtaining income or profit.

GLOSSARY

Levy: The amount of money a taxing body certifies to be raised from the property tax.

Liabilities: Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

Long Term Debt: Debt with a maturity of more than one year from the original date of issuance.

Maintenance: All materials or contract expenditures covering repair and upkeep of buildings, machinery and equipment, systems, and land improvements.

Major Fund: Major funds are funds whose revenues, expenditures, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.

Major Buildings Fund: Is included in the Budget and Five-Year Plan to track planned, project-oriented maintenance activities related to the Village's facilities and future building construction for Police, Fire, and Village Hall facilities. Revenues in this fund come from transfers from the Capital Fund and General Obligation Bond issue proceeds; expenses are for maintenance projects and construction activities.

Modified Accrual Basis: Under the modified accrual basis of accounting, revenue is recognized when susceptible to accrual (i.e., when they are measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year end. Expenditures are recorded when the related fund liability is incurred, except for interest on future debt service payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Motor Fuel Tax (MFT): This fund is a state-required funding mechanism for the receipt and use of state revenue for highway maintenance and construction purposes. MFT revenue is received in this fund, and then expended each year on the Villages roadway maintenance program.

Multiplier: [See equalization factor.](#)

Non-major Fund: A fund is considered non-major if it is less than 10% of Village assets, liabilities, revenues, and expenses.

Operating Budget: A financial plan outlining estimated revenues and expenditures and other information for a specified period (usually a fiscal year).

Operating Expenses: Fund expenses which are directly related to the fund's primary service activities. The term expenses applies only to enterprise fund operations which are accounted for on an accrual basis of accounting.

Objectives: Objectives are intended to address either a new service or project, or a significant change in focus or priority in response to a special community need or Village effort to improve productivity. Objectives are generally limited to one fiscal year and linked to the Strategic Plan.

Ogden Avenue TIF: In February 2001, the Village Council established the Ogden Tax Incremental Financing (TIF) area in order to address the blighted condition of this area of the Village. The Ogden TIF Fund provides a funding mechanism for Ogden Avenue infrastructure improvements and redevelopment.

OPEB or Other Post-employment Benefits: Benefits that an employee receives after retirement that does not include pension benefits.

Parking Fund: Is classified as an enterprise fund. It derives its revenue directly from the users of the services provided through parking fees. Funds are expended for the maintenance of parking facilities.

Police Pension Fund: Is designated as a trust fund for the safekeeping and operation of the local Police Pension system. The fund is set by state statute, and is administered by a separate Police Pension Board, comprised of two active officers, one retired officer, two appointees of the Mayor, and the Treasurer is an ex-officio member.

Program: Are group activities, operations or organizational units directed to attaining specific purposes or objectives.

GLOSSARY

Property Tax Revenue: Revenue from a tax levied on the equalized assessed value of real property.

Property Valuation: The practice of developing an opinion of the value of real property, usually its market value.

Proprietary Fund: Any fund established to account for operations that are financed and operated in a manner similar to private business enterprises.

Public Hearing: The portions of open meetings held to present evidence and provide information on both sides of an issue.

Prior Year's EAV: Equalized Assessed Valuation for the year prior to the year of the levy.

Reserve: Portion of the fund balance not appropriable for expenditure or legally segregated for a specific or future use.

Revenue: Funds that the government receives or earns. Examples of revenue sources include taxes, program fees, receipts from other governments, fines, forfeitures, grants, shared revenue and interest income.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance, typically net income derived from the operation of the project or projects they finance. The Village does not have any Revenue Bonds, although it has added specific revenues as dedicated funding sources in the GO Bond covenants. An example of this includes the local gasoline tax that provides funding for the 1998 Fairview Avenue GO Bond.

Risk Management Fund: The purpose of Risk Management is to administer the Villages workers compensation program and Village liability insurance program, handle all Village liability claims, coordinate safety training programs, and handle the legal issues of the OMNIBUS testing for all commercial drivers (CDL).

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or for major capital projects) that are legally restricted to expenditures for specific purposes.

Special Assessments: Compulsory levies made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties. Under GASB 34, special service receipts are not recorded as taxes, even though they are collected and received with other taxes. If they are for operating expenses, they are treated as charges for services. If they are for capital items, they are treated as capital grants or contributions.

Strategic Plan: Long-range planning tool updated annually. It is used for the identifying goals and priorities of the Village Council.

Stormwater Credit: An ongoing reduction in the amount of stormwater fees assessed to a parcel in recognition of onsite systems, facilities, or other actions taken to reduce the impact of stormwater runoff.

Stormwater Fund: Is classified as an enterprise fund. This fund derives its revenues directly from stormwater fees, and expends funds directly for the maintenance and operating costs of the stormwater infrastructure. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the system.

Stormwater Incentive: One-time reduction in the stormwater utility fee, applied to a customer's account balance.

Tax Base: The total value of all taxable real and personal property in the district as of January 1st of each year, as certified by the Appraisal Review Board. The tax base represents net value after all exemptions.

Tax Caps: An abbreviated way of referring to the tax increase limitations imposed by the Property Tax Extension Limitation Law (P. A. 87-17) which was effective October 1, 1991. The Village is a home rule entity and is not subject to this tax cap law.

Tax-Increment Financing (TIF): Financing secured by the anticipated incremental increase in tax revenue, resulting from the redevelopment of an area. A TIF area is designated by law. The Village has one TIF area: The Ogden Avenue District.

GLOSSARY

Tax Rate: The amount of a tax stated in terms of a percentage of the tax base.

Tax Rate Limit: The maximum tax rate that a county clerk can extend for a particular levy. Not all tax levies have a tax rate limit. Some levies are unlimited as to rate. The Village does not have a legal tax rate limit; however, the Council imposes controls on the rate of tax.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. (The term does not include charges for services rendered only to those paying such charges, for example membership charges.)

Transportation Fund: Is classified as a special revenue fund that derives its revenue directly from bus fees, and expends funds directly for the maintenance of transportation facilities and equipment and the transportation services that are provided to the community.

Trust Fund: A fund established to receive money that the local government holds on behalf of individuals or other governments; the government holding the money has little or no discretion over it. Examples include employee pension funds and taxes collected for other governments.

Water Fund: Is classified as an enterprise fund. This fund derives its revenues directly from fees for water sales and services, and expends funds directly for the maintenance of the water distribution infrastructure and services of Village Water customers. It is not a tax-supported fund. It is supported entirely by the population that benefits from the use of the products sold.



Fountain by Main Street train station

COMMON ACRONYMS

[ACA](#) Affordable Care Act
[ADA](#) Americans With Disabilities Act
[AD&D](#) Accidental Death and Dismemberment
[AED](#) Automated External Defibrillators
[ALS](#) Advanced Life Support
[AMR](#) Automated Meter Reading
[ARC](#) Annual Required Contribution
[APWA](#) American Public Works Association
[AVL](#) Automatic Vehicle Locations
[BLS](#) Basic Life Support
[BMP](#) Best Management Practice is a physical device. It is typically designed and constructed to trap or filter pollutants from runoff, or reduce runoff velocities.
[BNSFRR](#) Burlington Northern Santa Fe Railway Company Railroad
[CAD](#) Computer Aided Dispatch, systems used to provide 911 services.
[CALEA](#) Commission on Accreditation for Law Enforcement Agencies
[CD](#) Community Development
[CDBG](#) Community Development Block Grant
[CIP](#) Community Investment Program
[CNG](#) Compressed Natural Gas, used in special vehicles that can use alternative fuel sources. The Village has a CNG station that provides this fuel to Village vehicles as well as other local governments.
[CMAQ](#) Congestion, Mitigation, and Air Quality
[CPR](#) Cardiopulmonary resuscitation
[CRC](#) Community Response Center
[CSO](#) Community Service Officer
[DCU](#) Data Collection Unit
[DGTV](#) Downers Grove Television
[DMB](#) Downtown Management Board
[DMMC](#) DuPage Mayors and Managers Conference
[DOE](#) Department of Energy
[Du-Comm](#) DuPage Public Safety Communications an intergovernmental agency that provides 911 service to the Village
[DUI](#) Driving Under the Influence
[DUJIS](#) DuPage Justice Information System for Computer Aided Dispatch and Records Management System
[DWC](#) DuPage Water Commission
[EAB](#) Emerald Ash Borer
[EAP](#) Employee Assistance Program
[EAV](#) Equalized Assessed Value
[EDC](#) Economic Development Commission
[EEOC](#) Equal Employment Opportunity Commission
[EMS](#) Emergency Medical Services, provided by Fire Department paramedic and ambulance service.
[EOC](#) Emergency Operations Center
[EPA](#) Environmental Protection Agency
[ERP](#) Enterprise Resource Planning
[ERU](#) Equivalent Runoff Unit
[ETSB](#) Emergency Telephone System Board, a board established to manage and operate a 9-1-1 Emergency System.
[FDIC](#) Federal Deposit Insurance Corporation
[FIAT](#) Felony Investigations Assistance Team
[FMLA](#) Family Medical Leave Act
[FOIA](#) Freedom of Information Act
[FD](#) Fire Department
[FPD](#) Fire Protection District
[FTE](#) Full Time Equivalent
[FY](#) Fiscal Year
[GAAP](#) Generally Accepted Accounting Principles
[GASB](#) Governmental Accounting Standards Board
[GFOA](#) Government Finance Officers Association
[GIS](#) Geographic Information System
[GO](#) General Obligation a type of bond backed by the full faith and credit of the government
[GPS](#) Global Positioning System
[HAZMAT](#) Hazardous Materials
[HR](#) Human Resources
[HVAC](#) Heating, Ventilation, and Air Conditioning
[ICC](#) International Code Council

COMMON ACRONYMS

IDIAI Illinois Division of the International Association for Identification
IDPH Illinois Department of Public Health
IDOT Illinois Department of Transportation
IEPA Illinois Environmental Protection Agency
IGA Inter-Governmental Agreement
IMRF Illinois Municipal Retirement Fund, a state mandated retirement program for employees of municipal governments, except for members of a police or fire pension.
IRB Industrial Revenue Bond(s)
IS Information Services
ISO International Organization for Standardization
IT Information Technology
ITEP Illinois Transportation Enhancement Program
JCTAW Joint Counter Terrorism Workshop
JULIE Joint Utility Locating Information for Excavators
LAFO Local Agency Functional Overlay
LAPP Locally Administered Projects Programs
LGDF Local Government Distributive Fund
LLC Limited Liability Corporation
LP Limited Partnership
LED Light-Emitting Diode
LPDA Localized Poor Drainage Area
LRFP Long Range Financial Plan
LTD Long-Term Disability
MUTCD Manual on Uniform Traffic Control Devices
MFT Motor Fuel Tax
MMSG Municipal & Financial Services Group
MS4 Polluted stormwater runoff is commonly transported through Municipal Separate Storm Sewer Systems (MS4s), from which it is often discharged untreated into local water bodies
MTU Meter Transmitter Unit
NCC Network Control Computer
NEMRT Northeast Multi-Regional Training
NIMS National Incident Management System
NFPA National Fire Protection Association
NPDES National Pollutant Discharge Elimination System
NSR No Scheduled Replacement
O&M Operations and Maintenance
OPEB Other Post-Employment Benefits
OSFM Office of the State Fire Marshall
PAS Passive Alcohol Testing
PBT Portable Breath Test
PEG Public, Educational and Governmental
PD Police Department
PROWAG Public Rights of Way Accessibility Guidelines
PSRT Public Service Response Team
PVC Polyvinyl chloride
PW Public Works
RFID Radio-Frequency Identification
QR Quick Response Code
RFP Request For Proposal
RMS Records Management System
S&P Standard and Poor's
SCADA Supervisory Control and Data Acquisition
SCBA Self-Contained Breathing Apparatus
SEASPAR South East Association for Special Parks And Recreation
SF Square Foot
SRTS Safe Routes to School Program
SSA Special Service Area
STP Surface Transportation Program
SWAT Special Weapons and Tactics
SWU Stormwater Utility
TAP Transportation and Parking Commission
TIF Tax Increment Financing
VDI Virtual Desktop Infrastructure
VEBA Voluntary Employee Benefit Association
VOC Village Operations Center (Public Safety Dispatch Operations)
WIIP Watershed Infrastructure Improvement Plan