

# CITY OF WARRENVILLE

## MEMORANDUM

To: Mayor and City Council  
From: Chief Sam Bonilla *Samuel A. Bonilla*  
Finance Director Kevin Dahlstrand *Kevin Dahlstrand*  
Subject: SUMMARY OF AGENDA ITEMS FOR NOVEMBER 24, 2025  
PUBLIC SAFETY AND FINANCE COMMITTEE OF THE WHOLE  
REGULAR MEETING  
Date: November 20, 2025

Please contact the City Administrator or the corresponding Department Head with questions pertaining to agenda items by noon on the day of the meeting.

### F. BUSINESS OF MEETING

#### 1. City Liability Insurance CY 2026 Renewal (Attachment) (JO)

Gallagher, the City's liability insurance broker, presented the 2026 calendar year renewal to staff. The renewal includes all existing coverage lines, with a total premium of \$593,654, reflecting a 0.21% decrease from the 2025 premium of \$594,896. This also represents an estimated \$30,800 FY26 budgetary savings, as at the time the budget was prepared, it was anticipated that this increase would likely be 12%.

Additionally, the Illinois Public Risk Fund (IPRF), the City's workers' compensation carrier, has allocated a \$15,105 grant for safety-related equipment, training, and programming.

A letter from Gallagher representatives Rich Stokluska and Kate Reens, included in the agenda backup materials, provides further details on the renewal, the City's risk management performance, and insurance market trends. A copy of the Mid-Year 2025 Insurance Market Report is included for informational purposes only.

**Committee Action Requested:** Recommend the City Council accept a renewal quote from Gallagher for City insurance coverages for calendar year 2026, in the amount of \$593,654.

**Staff Recommendation:** Human Resources Generalist Juan Ortiz and Finance Director Dahlstrand recommend this action.

**Budgetary Impact:** There is sufficient funding in the FY 2026 Budget for this expense and appropriate funding will be included in the proposed FY 2027 Budget.

**Other Resources Required:** Minimal staff time to execute the necessary paperwork to accept the renewal.

**Strategic Plan Goal:** #3 Quality City Services – Effectiveness of Financial Policies

2. Presentation of City Strategic Plan Initiatives and FY26 Citywide Work Plan Updates (Attachment) (AM)

The City's Strategic Plan (Plan) was developed and adopted by the Council in 2024, to provide a clear, organized roadmap that aligns the City's mission, vision, and values with long-term priorities. It helps ensure that staff, elected officials, and volunteers are working towards the same goals. By identifying key focus areas and multi-year priorities, the Strategic Plan helps the City anticipate challenges, coordinate efforts across departments, and support data-informed decision making. It also provides a way to track progress and adjust as community needs change. A summary with status updates of the Plan Initiatives for fiscal years 2025 and 2026 is included with the agenda backup material.

Also included with the agenda back up material is a mid-year update of the FY 2026 Citywide Work Plan. The work plan is incorporated into the City's budget process to provide the City Council with a list of large, multi-departmental initiatives and their prioritization. Since the FY 2026 Budget was adopted approximately six months ago, this update offers an opportunity to review progress and identify any adjustments that may be needed.

Both items are presented to provide the Committee a mid-year status update and to invite feedback or requested changes to project prioritization, if desired. ACA Morgan will address questions at the meeting.

**Committee Action Requested:** Provide feedback, input, and direction to staff on the initiatives and prioritization.

**Staff Recommendation:** Not applicable

**Budgetary Impact:** Not applicable

**Other Resources Required:** Staff time to review and amend the work plan, as needed

**Strategic Plan Goal:** #3 Quality City Services – Effectiveness of Financial Policies

3. CY 2026 Employee Health Insurance Premiums Update (Attachment) (AM)

Health insurance costs continue to rise nationwide, and plan rates are reflecting those pressures. The medical insurance premium renewal for January 1, 2026, is significantly higher than what the City has experienced in prior years. Key factors contributing to the increase include higher medical claims, rising prescription drug costs and broader market trends. The Intergovernmental Personnel Benefit Cooperative (IPBC), of which the City is a member, recently announced preliminary renewal estimates for calendar year 2027 ranging from 13.5% to 21.6%. The City has not seen double digit increases on the health insurance since joining IPBC in 2015.

Staff will continue to monitor trends within the IPBC to maintain comprehensive employee coverage while managing rising costs. Included in the agenda backup material is a memo from Human Resources Generalist Ortiz which was shared with employees. This agenda item is informational and intended to keep the Committee

aware of anticipated cost increases that will have an impact on the City's budget in future years.

**Committee Action Requested:** No action requested, informational only.

**Staff Recommendation:** Not applicable

**Budgetary Impact:** Not applicable

**Other Resources Required:** Not applicable

**Strategic Plan Goal:** #4 Supported and Responsive Workforce – Competitive Salary and Benefits

4. FY27 Budget Consideration Submissions (KD)

Six Elected Official Budget Consideration Requests were submitted to Finance Director Dahlstrand for consideration of inclusion in the FY 2027 budget preparation process.

A copy of the requests are included with the agenda backup material, along with an informational staff memo on each item and the list of FY 2027 action items from the strategic plan.

If items are advanced for consideration in FY 2027 works plans and budget, staff will provide further evaluation of the level of effort, projected costs, and alignment with the strategic plan and other Council directed priorities in advance of department budget and work plan presentations.

It is requested that the Committee vote whether each submission should be included in the FY 2027 work plans and the FY2027 budget preparation.

**Committee Action Requested:** For each budget consideration request, direct staff whether to include: 1) the request in proposed FY 2027 work plans, and 2) funds in the proposed FY2027 budget associated with the request(s)

**Staff Recommendation:** Not applicable

**Budgetary Impact:** FY27 budget impact to be determined

**Other Resources Required:** Staff time to evaluate each advanced submission

**Strategic Plan Goal:** #3 Quality City Services – Effectiveness of Financial Policies

5. Consolidated Public Meeting Schedule (Attachment) (CW)

On October 6, 2025, the City Council established a work group to evaluate consolidating City Council and Committee of the Whole meetings, assigning Alderman Barry and Davolos as liaisons to work with staff. The work group reviewed survey data from other communities and discussed opportunities to improve efficiency while maintaining an open and transparent public meeting process.

Included with the agenda back-up material is a sample agenda document that would create a City Council meeting structure on the first and third Mondays of each month that incorporated presentation and discussion items held previously on

separate Committee of the Whole agendas. Staff will provide a brief presentation to walk through the proposed changes.

**Committee Action Requested:** Recommend the City Council direct the City Attorney to draft an ordinance to make the necessary code amendments to consolidate the meetings as proposed

**Staff Recommendation:** City Administrator White recommends this action

**Budgetary Impact:** None.

**Other Resources Required:** Staff time and City Attorney time to make code and policy changes.

**Strategic Plan Goal:** Not applicable.

6. Enterprise Lease Consideration for 2025 Ford F-350 (Attachment) (PK)

Included with the agenda backup material is a resolution with an individual lease quote for one Ford F-350 pickup truck. The replacement of this vehicle was scheduled in the Capital Maintenance and Replacement Plan (CMRP) in FY 2027. It unexpectedly requires repairs that are estimated to cost between \$4,400 and \$10,000, so staff is recommending it be replaced now as the pickup truck is 21-years old and is scheduled to be replaced next fiscal year. Public Works Director Kuchler will make a brief presentation and answer questions at the meeting.

**Committee Action Requested:** Recommend the City Council pass a resolution waiving competitive bidding and approving the lease of one pickup truck through the Enterprise Fleet Management Program.

**Staff Recommendation:** Public Works Director Kuchler recommend this action.

**Budgetary Impact:** The FY 2026 Budget includes \$155,000 in the Capital Maintenance and Replacement Fund for Enterprise Lease Payments. Although this truck was not anticipated to be replaced this year, the budgeted \$155,000 is enough to cover the expenses for the new vehicle for the remainder of the fiscal year.

**Other Resources Required:** Staff time to coordinate replacement of the vehicle with Enterprise.

**Strategic Plan Goal:** #3 Quality City Services – Maintain and Replace City Infrastructure.

7. CY 2025 Property Tax Levy and Abatement Ordinance Update (KD)

Finance Director Dahlstrand will provide a brief update on the 2025 property tax levy, which is currently being prepared.

The proposed 2025 property tax levy ordinance will be presented for a first reading as part of the December 1, 2025, City Council agenda. A public hearing, second reading of the proposed ordinance, and adoption consideration will take place on December 15, 2025, as a part of the City Council agenda.

**Committee Action Requested:** No action requested, for informational purposes only.

**Staff Recommendation:** Not applicable

**Budgetary Impact:** Not applicable

**Other Resources Required:** Not applicable

**Strategic Plan Goal:** #3 Quality City Services – Effectiveness of Financial Policies

8. CY 2026 Police Department Donation Solicitation (Attachment) (SB)

The Police Department is requesting authorization for staff to solicit and accept services, cash, and in-kind donations for the calendar year 2026 Special Olympics Illinois Law Enforcement Torch Run (SOI) events, and the National Night out against Crime event (NNO).

Solicitation for NNO vendor participation and donations will occur through the City’s media outlets, established vendor email contacts, and/or in-person. The designated Police Department NNO contact is Community Service Officer Perry. Solicitations are anticipated to be completed on or before July 1, 2026.

Solicitation for SOI events will include monetary donations and the sale of apparel, merchandise, and/or raffle tickets to the public, and will be made through City media outlets, email, letter or in-person. Each year, department personnel participate in SOI events, which are conducted for the benefit of the SOI athletes. Events have included the Polar Plunge, Cop on a Rooftop, IL Law Enforcement Torch Run, and Dunk-a-Cop at NNO. The designated contact person for all SOI events is Sergeant Komar.

Included with the agenda backup material is a copy of the City’s current Solicitation policy.

**Committee Action Requested:** Recommend the City Council approve the request to solicit donations for all calendar year 2026 events, including National Night Out Against Crime and Special Olympics IL Law Enforcement Torch Run events.

**Staff Recommendation:** Police Chief Bonilla recommends this action.

**Budgetary Impact:** Not applicable

**Other Resources Required:** Police staff time to solicit donations.

**Strategic Plan Goal:** #2 Engaged and Connected Community – Unique Programs and Events

9. Repossession and Relocation of Vehicles Ordinance Amendments (Attachment) (SB)

At the August 4, 2025, City Council meeting, Council approved the repeal and replacement of City Code Title 4, Chapter 8, Vehicle Repossession, in its entirety based on extensive language changes taking place. Prior to its implementation, additional language restrictions were discovered referencing notification posting requirements by Repossessors, and the inclusion of personal identifiable information in documents related to repossessing a vehicle.

After a discussion with City Attorney Lenneman, it was concluded that additional language changes to each Section was appropriate.

Included with the agenda backup material are the following documents:

- Memo from Deputy Chief Jacobson, dated November 18, 2025
- Draft City ordinance amending City Code Title 4, Chapter 8, Repossession and Relocation of Vehicles, as illustrated through language strikeouts and inserts

**Committee Action Requested:** Recommend City Council approve an ordinance amending City Code Title 4, Chapter 8, Repossession and Relocation of Vehicles, as illustrated through draft ordinance language strikeouts and inserts.

**Staff Recommendation:** Chief Bonilla and Deputy Chief Jacobson recommend this action.

**Budgetary Impact:** Not applicable

**Other Resources Required:** Not applicable

**Strategic Plan Goal:** #3 *Quality City Services – Building and Life Safety Codes*

10. City Prosecutor Contract Renewal (Attachment) (SB)

At the June 2, 2025, City Council meeting, Council approved the current City Prosecutor contract with Attorney Charkewycz, initially set to expire on December 31, 2025. At that time, Ms. Charkewycz expressed her intention to retire; however, since then, she has indicated a change in her retirement date to July 1, 2026.

Recently, Ms. Charkewycz submitted her proposed legal services agreement for the period of January 1, 2026, through June 30, 2026, which reflects her revised retirement date. The proposed services agreement for representation at regular traffic court sessions does not include changes to the current contract.

Included with the agenda backup material are the following documents:

- Memo from Deputy Chief Jacobson, November 18, 2025
- Exhibit A - proposed Agreement
- Draft Resolution Approving an Agreement

**Committee Action Requested:** Recommend the City Council approve the contract renewal for City Prosecutor services with Attorney Christine Charkewycz for the period of January 1, 2026, through June 30, 2026.

**Staff Recommendation:** Police Chief Bonilla recommends this action.

**Budgetary Impact:** Sufficient funding for City Prosecutor services is included within the remaining FY 2026 budget, and like services are planned for each fiscal year.

**Other Resources Required:** None.

**Strategic Plan Goal:** #3 *Quality City Services – Deliver Services Sustainably*

11. Review and File FY 2026 Administration, Finance, and Police Department Work Plans and Decision Packages Status Report (Attachment) (FYI)

As part of the FY 2026 Budget process, the Administration, Finance, and Police departments prepared and presented detailed work plans to the City Council. The work plans identified specific projects and initiatives in addition to normal day-to-day core operational and service-delivery responsibilities the staff of each department expected to address during the fiscal year. Work plan preparation and presentations help staff, and the City Council establish realistic expectations for priority projects and initiatives to be addressed during the fiscal year.

Included with the agenda backup material are the combined work plans and decision package updates (where applicable) for Administration, Finance, and Police departments.

**Committee Action Requested:** No action requested, informational only.

**Staff Recommendation:** Not applicable

**Budgetary Impact:** Not applicable

**Other Resources Required:** Not applicable

**Strategic Plan Goal:** #3 *Quality City Services – Effectiveness of Financial Policies*

SB-KD/lis