

**CITY OF WARRENVILLE  
PUBLIC SAFETY AND FINANCE  
COMMITTEE OF THE WHOLE  
REGULAR MEETING  
Monday, November 24, 2025 at 7:00 p.m. at City Hall  
28W701 Stafford Place**

This meeting will be conducted in the traditional in-person format at the location listed above. For convenience, the public may view the meeting virtually on the Official YouTube Channel of the City at: <https://www.youtube.com/channel/UCcO8hN6YoUmWZrDFNASMzAQ/featured>

Public comment will only be available in-person during the meeting. The remote meeting access is for viewing purposes only.

**A G E N D A**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. PLEDGE OF ALLEGIANCE**

**D. PUBLIC COMMENTS**

**E. OFFICIALS AND STAFF COMMENTS**

**F. BUSINESS OF MEETING**

1. Consideration of City Liability Insurance Renewal for CY 2026 (JO)
2. Presentation of City Strategic Plan Initiatives and FY26 Citywide Work Plan Updates (AM)
3. Informational Update on 2026 Employee Health Insurance Premiums (AM)
4. Consideration of Mayor and City Council FY 2027 Budget Consideration submissions (KD)
5. Consideration of Consolidated Public Meeting Schedule (CW)
6. Consideration of an Enterprise Fleet Management Lease for a 2025 Ford F-350 (PK)
7. Informational Update on Calendar Year 2025 Property Tax Levy and Abatement Ordinance (KD)

8. Consideration of Police Department Request to Solicit and Accept Donations for CY 2026 Special Olympics Illinois and National Night Out Against Crime Events (SB)
9. Consideration of a Request Amending City Code Title 4, Chapter 8, Repossession and Relocation of Vehicles (SB)
10. Consideration of Contract Renewal for City Prosecutor Services with Christine Charkewycz (SB)
11. Review and File Administration, Finance, and Police Department FY 2026 Work Plans and Decision Packages Status Report (FYI)

#### G. MISCELLANEOUS

#### H. CLOSED SESSION

#### I. ADJOURN

Key: CW=City Administrator Cristina White, Assistant City Administrator Alma Morgan, KD=Finance Director Kevin Dahlstrand, SB=Police Chief Sam Bonilla, PK=Public Works Director Phil Kuchler, and JO=Human Resources Generalist Juan Ortiz. Questions regarding agenda items should be directed to City Administrator or Finance Director by Monday morning of the meeting.

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#### Upcoming Meetings and Dates to Remember:

*(please note, meetings/events occasionally get cancelled, rescheduled, or added – please confirm meeting dates and times on the City Website at <https://www.warrenville.il.us/calendar.aspx>)*

Nov	24	7:00 p.m.	Public Safety and Finance Committee
	25	7:00 p.m.	Board of Fire and Police Commissioners - CANCELLED
	27		<b><i>Thanksgiving Holiday – City Offices Closed</i></b>
	28		<b><i>Day After Thanksgiving Holiday – City Offices Closed</i></b>
Dec	01	7:00 p.m.	City Council
	04	7:00 p.m.	Plan Commission / Zoning Board of Appeals
	05	<b><i>6pm – 8pm</i></b>	<b><i>Holly Days</i></b>
	08	7:00 p.m.	Public Works and Infrastructure Committee
	09	6:30 p.m.	Bicyclist and Pedestrian Advisory Commission
	11	<b><i>5:30 – 7pm</i></b>	<b><i>Hometown Holidays Drive-thru</i></b>
	11	7:00 p.m.	Tourism and Arts Commission
	15	7:00 p.m.	City Council
	16	7:00 p.m.	Environmental Advisory Commission - CANCELLED
	16	7:00 p.m.	Inclusion, Diversity, Equity and Awareness Commission
	18	7:00 p.m.	Plan Commission / Zoning Board of Appeals
	23	7:00 p.m.	Board of Fire and Police Commissioners
	24		<b><i>Winter Holiday – City Offices Closed</i></b>
	25		<b><i>Winter Holiday – City Offices Closed</i></b>
	31		<b><i>New Year's Eve – City Offices Closed</i></b>

<p><b>ADA ACCOMMODATION NOTICE:</b> Requests for accommodations should be submitted to the Assistant City Administrator at (630) 836-3050 or <a href="mailto:amorgan@warrenville.il.us">amorgan@warrenville.il.us</a> at least 48 hours in advance of the meeting.  <b>PLEASE SHUT OFF ALL ELECTRONIC DEVICES AS THEY INTERFERE WITH THE SOUND TRANSMISSION IN THE CITY COUNCIL CHAMBERS. THANK YOU!</b></p>
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# 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



City of Warrenville  
RE: 2025-2026 Insurance Renewal  
November 11, 2025

Gallagher is pleased to present this year’s terms for the city’s Property, Casualty, and Workers Compensation renewal. Our team is extremely satisfied with the premiums, terms and conditions presented in the proposal despite the ongoing difficult market conditions.

The insurance marketplace for public entities in Illinois has been stabilizing for the past year and we anticipate this trend to continue into next year. The primary cost drivers causing rates to increase for public sector risks can be categorized into some of the following areas:

- Catastrophic weather-related losses throughout the country.
- Larger Workers Compensation payments and settlements
- Auto Liability and Physical Damage claims continue to rise for the fifth consecutive year.
- Employment Practices and Law Enforcement Liability claim payments are increasing.
- Higher litigation and settlement amounts.
- Medical expenses continue to increase for all liability and Workers Compensation claims.

The Public Entity insurance marketplace will continue to correct itself. We are optimistic that the worst may be behind us. We will continue to keep you aware of emerging trends throughout the year.

The City has performed well from a risk management perspective in FY2025.

**Exposure Comparison:**

Exposure	Expiring 2024-2025	Renewal 2025-2026	% Change
Total Insured Values	\$35,078,789	\$36,924,356	5.26%
Contractors Equipment	\$3,209,085	\$3,491,360	8.80%
Number of Vehicles	63	67	6.35%
Vehicle Values	\$3,859,241	\$4,106,959	6.42%
# of FT Employees	75	77	2.67%
Total Payroll	\$9,428,014	\$9,710,856	3.00%

The City’s exposures have increased across the board which has impacted with renewal premiums.

In spite of the overall exposure changes and an increase in certain claims, we were able to obtain a slight decrease (-0.21%) in renewal premium. This renewal is better than what we see in the marketplace for cities and villages in Illinois.

## Premium Comparison

Line of Coverage	Expiring 2024-2025	Renewal 2025-2026	% Change	\$ Change
Property	\$46,664	\$52,946	13.46%	\$6,282
Package	\$123,351	\$139,095	12.76%	\$15,744
Equipment Breakdown	\$4,545	\$4,840	6.49%	\$295
Crime	\$1,793	\$1,765	-1.56%	-\$28
Cyber	\$13,227	\$13,272	0.34%	\$45
Fiduciary	\$6,845	\$6,828	-0.25%	-\$17
Work Comp	\$398,471	\$374,408	-6.04%	-\$24,063
Agency Bill Admin Fee	\$0	\$500	N/A	\$500
<b>TOTAL</b>	<b>\$594,896</b>	<b>\$593,654</b>	<b>-0.21%</b>	<b>-\$1,242</b>

The City of Warrenville has received a \$15,105 safety grant from your Workers Compensation carrier, IPRF (Illinois Public Risk Fund). The City and its' appropriate staff have committed a strong effort to reducing both severity and frequency of losses.

We appreciate the City's work in providing timely renewal information and schedules and look forward to continuing our relationship with the City of Warrenville.

We wish everyone a safe and healthy end to 2025!

Your Gallagher Team,

*Rich Stokluska*

**Rich Stokluska, ARM**  
Area Senior Executive Vice President

*Kate Reens*

**Kate Reens**  
Client Service Supervisor

## "2025 Insurance Market: Opportunities Rise Amid Moderating Rates and Increased Competition

The 2025 insurance market offers many opportunities, especially for clients who have faced difficulties in tough conditions. Thanks to strong insurer profits and solid capital positions, carriers are once again competing with greater capacity. The outcome? A more active market and better prospects for buyers everywhere.

### Key observations:

- Rate increases on certain lines continue to moderate for most buyers.
- The current market is becoming more competitive, especially in previously stressed segments. This is particularly true for large property insurance, where abundant capacity and increased competition are leading to rate decreases.
- Insurers are generally pursuing growth with disciplined underwriting, but the market is becoming more segmented, featuring many different micro-markets based on client size, product, industry, and geography. Each of these micro-markets presents its own opportunities and challenges.

### Market Opportunities for Buyers:

#### 1. Reinvest Savings into Risk Resiliency

- Recognize the cyclical nature of the insurance market and reinvest premium savings into proactive risk prevention and mitigation efforts/initiatives.
- Strengthen internal risk controls, safety programs and loss prevention strategies — such as third-party engineering assessments and telematics — to improve long-term insurability and pricing leverage.
- Enhance organizational readiness for disruptive events by investing in business continuity strategies such as emergency response planning and supply chain risk management.

#### 2. Refine Program Design and Risk Financing

- Broaden coverage terms by negotiating fewer exclusions, expanding definitions (e.g., insured, claim, occurrence), and broader territorial scope.
- Secure multi-year deals to lock in favorable pricing and terms for 24-36 months, especially in D&O and Property where capacity is plentiful.
- Consolidate fragmented placements to maximize scale, streamline operations and enhance pricing and service.
- Re-evaluate retentions to match current pricing trends and decrease volatility.
- Implement deductible buy-downs in property and casualty to make lower-layer pricing more competitive.
- Add buffer layers to reduce pricing volatility and improve excess tower structures.

#### 3. Expand Alternative Risk Transfer

- Leverage the evolution of captives from specialized to mainstream solutions, now accessible to a broader/wider range of clients.

- Offer parametric solutions for exposures such as natural disasters or supply chain issues where traditional coverage might not be sufficient.
- Structure blended or multi-line/multi-year programs to attain pricing stability and capital efficiency.

#### **4. Strengthen Strategic Carrier Engagement**

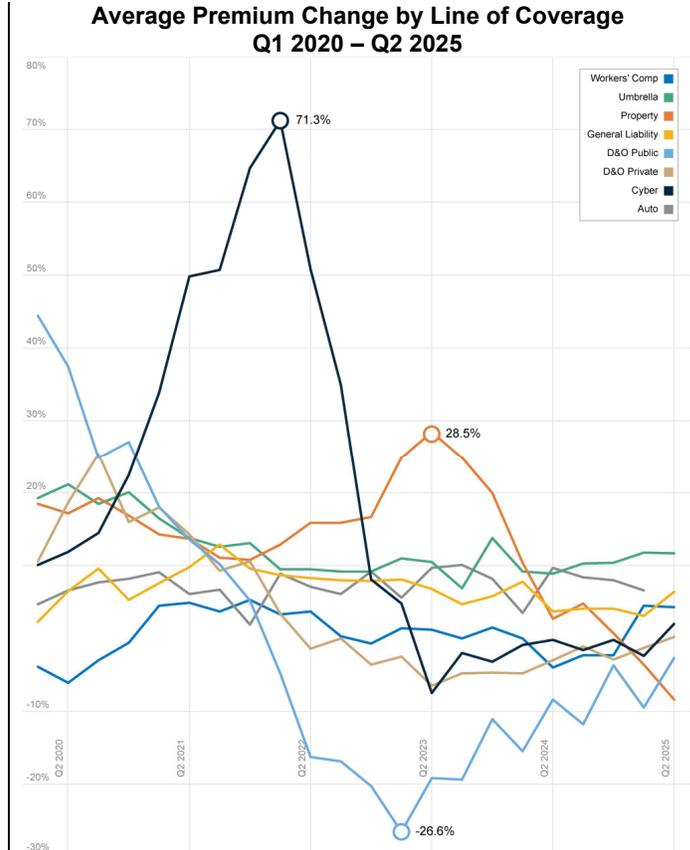
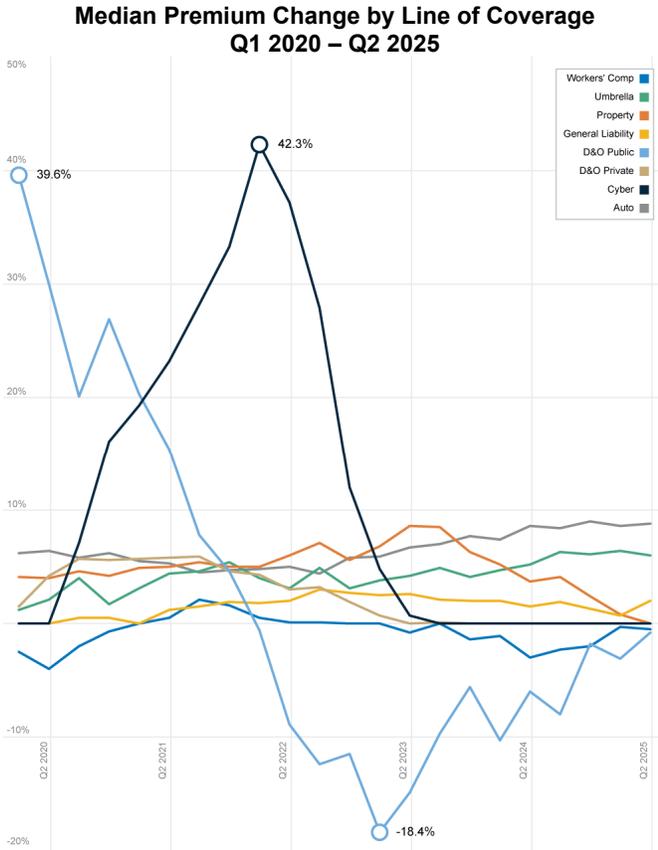
- Re-engage with carriers re-entering previously exited lines to access new capacity and competitive terms.
- Negotiate value-added services such as risk engineering, claims advocacy, and analytics support as part of the placement.
- Establish long-term partnerships with key insurers to promote stability and flexibility in future market cycles.

#### **Challenges and considerations**

Strong carrier earnings have a significant influence on current market dynamics, and the length of this favorable environment remains uncertain due to multiple headwinds. These include slowing rate increases, rising loss costs, less favorable or even adverse prior-year reserve development, potential economic issues such as tariffs, inflation, and declining investment income, along with the risk of major disruptions. Catastrophe losses could quickly shift insurer risk appetite and the competitive landscape.

#### **Recommendations for buyers:**

- Recognize the cyclical nature of the market and prioritize strong, long-term partnerships with insurers and providers such as brokers, TPAs, etc.
- Clients should maintain close communication with their broker to understand potential shifts in carriers' capacity, pricing and appetite.
- Understand the increasing segmentation of the market into the micro-cycles specific to size, product, industry and geography.
- Prioritize providing comprehensive and timely data to their broker, as this is paramount for achieving favorable outcomes. For less attractive risk profiles, engage in transparent discussions about both strengths and weaknesses.
- Explore alternative risk transfer options, as they might provide broader and more flexible coverage compared to standard markets.



## What we're monitoring: Five Trends

As we progress through the first half of 2025, several key trends are shaping the insurance landscape, influenced by major catastrophe events, technological advancements, geopolitical challenges, and economic uncertainty. We are closely monitoring five significant areas:

- Interest Rate Impact:** Higher interest rates are allowing carriers to generate significant investment income, boosting overall market performance. If interest rates fall, investment income may decrease over time, putting pressure on earnings and possibly leading to rate increases.
- Excess & Surplus Market Growth:** The E&S market is expanding, defying trends where businesses moves back to admitted markets. Indicators like premium growth and submission activity show ongoing expansion. Carriers are growing and encouraging clients to stay by using innovative strategies that offer more flexibility and freedom from existing market rules. Clients should understand this shift allows carriers to set their own terms and prices, but it may also result in less favorable conditions and limited leniency. Non-admitted carriers benefit from increased flexibility, helping them establish necessary prices. The market is expected to remain dynamic, with carriers investing heavily in their E&S capabilities to structure programs effectively for pricing and coverage.
- Social Inflation:** In a May article published in *The Insurer* titled [Tort Reform Picks Up Steam in the Southeast](#), it stated that across the United States, tort reform has gained momentum in state

legislatures due to concerns about the economic impact of litigation on businesses. States like Florida, Georgia, Louisiana, and South Carolina have passed laws to address frivolous lawsuits, nuclear verdicts, and liability costs. These reforms aim to promote fair civil justice, increase transparency in third-party litigation funding, and improve product liability laws. While these changes have a positive effect on risk management, plaintiff's attorneys may try to expand liability theories.

- **Property market relief:** The property market is experiencing decreased premium rates and abundant catastrophe capacity, fueled by insurer profitability and competition. Despite an estimated \$40 billion wildfire loss, property treaty reinsurance renewals exceeded expectations, providing rate relief to catastrophe-driven programs. Quality submissions and current property valuations remain essential for securing favorable terms in this dynamic environment.
- **Investment in AI increases while attitudes on risk lag:** Companies must actively invest in managing the surge in AI adoption, even as perceptions of associated risks fall behind. AI-related threats, such as model drift, data poisoning, and flawed outputs, present significant risks across industries like healthcare and finance, potentially causing substantial losses. There are increasing concerns that these AI-related losses could become the next "silent cyber," affecting traditional insurance lines such as employment practices liability, medical malpractice, and product liability. Furthermore, as the regulatory landscape tightens with state and federal rules addressing AI-driven discrimination and emerging issues, organizations need to align their risk management strategies with the fast pace of AI innovation.

The evolving property and casualty insurance market presents a prime opportunity to work with an experienced broker to strengthen your risk management strategy. The key trends discussed above highlight the need for proactive planning to navigate emerging risks and opportunities. By staying ahead of these changes, you can secure optimal coverage, manage liabilities, and align with future market demands.

**Mark J. Stachura**  
Head of Broking, Central Zone

**Linton B. Puckett**  
Vice President  
Market Relations Leader

## Property

The property market is currently favorable to clients, a situation not seen in nearly seven years, marked by abundant capacity across domestic, London, Bermuda, and global reinsurance capital markets. Insurers have increased their risk appetite and capacity, resulting in lower prices compared to the peak of the hard market. Property treaty reinsurance renewals have been more favorable than expected, despite a significant wildfire loss earlier in the year. The ample property catastrophe capacity and falling premium rates are driven by insurer profitability and the desire to retain existing clients and support growth.

Catastrophe-driven layered and shared programs, which previously faced significant rate increases, are now benefiting the most from current market conditions, with oversubscription driving competition and resulting in significant rate relief. Single-carrier placements are also experiencing benefits, although results vary by geography, size, and competitive market conditions. While single-carrier and standard market placements have been slower to adapt, some continue to impose modest rate increases, particularly for placements non-renewed by standard markets.

This favorable market presents an opportunity to reduce or eliminate non-concurrent terms and conditions that arose during hard market conditions. Although property valuation is less of a pressing issue, maintaining current valuations is crucial to avoid surprises during claims or if market conditions shift unfavorably. Quality submissions remain important, and presenting a complete risk profile to the markets is essential for success.

Here is what else we are seeing in the property market today.

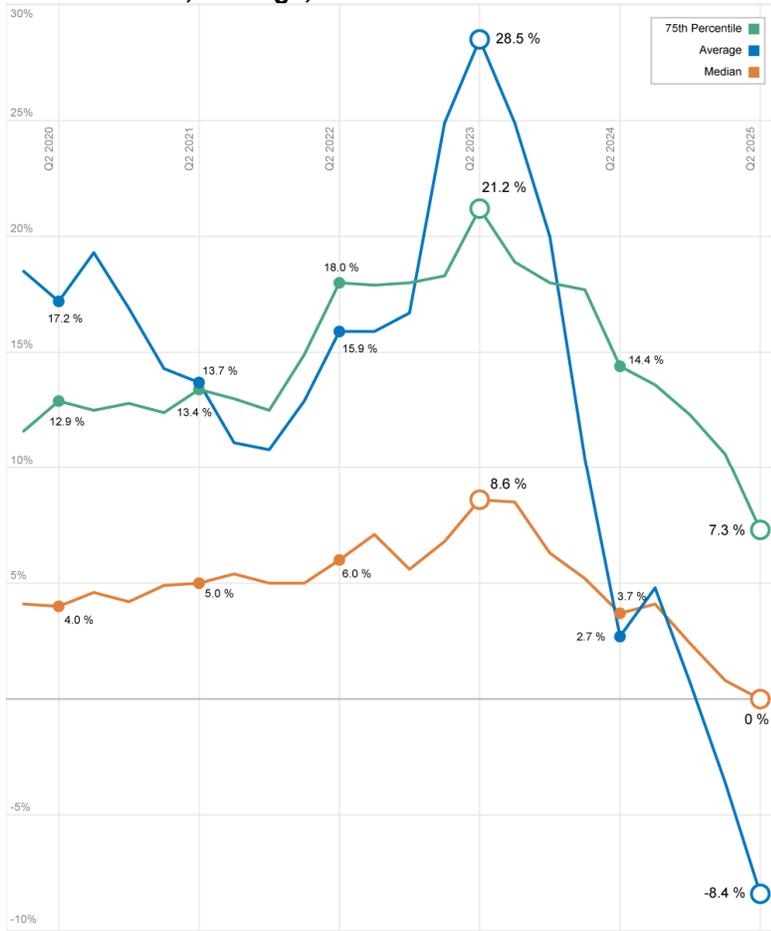
- According to the first half of the year 2025 Gallagher Re Natural Catastrophe and Climate Report, the cost of property reinsurance decreased by an average of 10-15% during the June 1 and July 1 renewal periods, which included the Florida market. However, not all areas saw the same reduction, as some specific regions had different pricing changes.
- Property catastrophe capacity remains abundant, with premium rates falling despite wildfire losses, driven by insurer profitability and the goal of retaining existing clients and supporting continued growth. (Source: Gallagher Re Natural Catastrophe and Climate Report)
- In early 2025, US natural disasters resulted in \$151 billion in global economic losses and \$84 billion in insured losses, mainly caused by wildfires and convective storms. There were 14 billion-dollar events, primarily in the US, the fewest since 2019.
- Whenever possible, insureds should take advantage of the current favorable environment to improve their commercial property coverage by increasing coverage limits and improving deductibles where possible. Non-concurrent terms and conditions can be lessened or eliminated, and in certain instances, outsized hard market deductibles can be reduced.
- While property valuation seems less of a hot-button issue, keeping property valuations current is critical to avoiding unpleasant surprises when a claim occurs or if market conditions shift and become less favorable.

- Catastrophe-driven layered and shared property programs that bore the brunt of rate increases over the recent years are benefitting most from rate decreases after enduring high increases during the hard market peak. Recently, single-carrier placements and standard businesses, initially slow to react, are now more open to reducing rates to maintain or grow their portfolios.
- Severe convective storm (SCS) losses continue to be a leading cause of insured losses in the United States. Unlike hurricanes or earthquakes, SCS events occur more frequently across a wide geographic region and can be challenging to model. Carriers are trying to manage their exposures to severe convective storms, as damage caused is almost on par with primary perils like hurricanes and earthquakes. This represents a significant change in how they approach risk assessment and pricing. We see standard markets moving away from that business and shifting toward the E&S markets. Policyholders now share more of the risk by taking higher deductibles and potentially limited coverage.
- Although insurance rates have decreased, insurers are exercising discipline with deductibles, terms, and conditions, showing restraint despite increased market capacity. New capacity is entering the market, especially from MGAs, but there is caution regarding the quality and financial stability of these new entrants. Additionally, the current favorable market conditions could quickly change if a significant catastrophe event occurs. (Source: Insurance Insider)

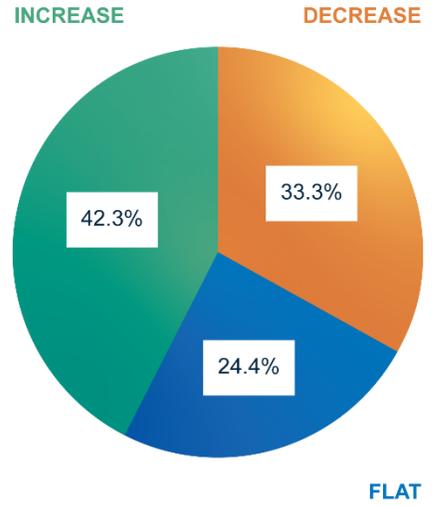
## **Navigating the Market Effectively by Improving Your Risk Profile**

- As these less predictable, larger events occur, the more clients understand their exposure to a particular peril and can take steps to address it. This could include loss mitigation, pre-disaster planning, or hardening of their assets. Essentially, it's about protecting assets and your business. Understanding what can happen in different geographic areas and addressing those risks specifically with better data and action.
- The extent to which an insured will benefit from current market conditions depends on their risk profile and claim history. Specific industries and types of property are challenging regardless of market conditions. Quality submissions continue to matter, and presenting a complete risk profile to the markets is essential.

**Property Premium Change  
Median, Average, and 75<sup>th</sup> Percentile Over Time**



**Q2 2025 Property  
Gallagher – US Clients**



“We’re in a client-friendly property marketplace. There continues to be plentiful capacity in the market, with a willingness to offer rate reductions almost across the board, especially for layered and shared catastrophe-driven programs.”

**Martha Bane**

Executive Vice President, Managing Director  
Property Practice

## Casualty

### The Market Overview: Casualty remains challenging amid broader market softening

Although certain pockets of the commercial insurance market are softening, third-party liability lines continue to face persistent and rising loss trends. This keeps casualty insurance a major challenge for most buyers.

### Key Factors Influencing the Market

Several drivers are shaping the current commercial casualty insurance market:

#### *Social Inflation and Litigation:*

Insurers continue to face negative outcomes in liability lines, driven by large verdicts and aggressive legal tactics that push loss costs far beyond typical economic inflation. A major challenge for insurers is that they can no longer rely on historical loss data to accurately forecast future trends, complicating their efforts to develop precise pricing models for the risk.

#### *Commercial Auto Challenges:*

This line remains a difficult placement and the primary source of underwriting losses for the industry. Rate increases continue to be significant for almost all insureds, driven by severe accidents, high repair costs, and a persistent driver shortage. This segment shows no signs of substantial improvement.

#### *Umbrella and Excess Liability:*

While overall market capacity remains adequate, underwriters are deploying it cautiously. They carefully manage the limits they offer on any single risk and often require higher attachment points for coverage to take effect. Clients of every size are affected by this trend.

\* For large risk management accounts, building a coverage tower that previously needed five carriers might now require 10-15, as each insurer offers smaller limits.

\* Many middle-market clients, especially those with favorable loss histories, have not yet faced these significant capacity reductions, but that trend is expected to change as market discipline continues.

#### *Ongoing & Emerging Risks:*

Underwriters are adopting a more rigid stance on complex exposures. They now commonly use more restrictive language and outright exclusions for risks such as abuse and molestation, human trafficking, PFAS, and assault and battery—often applied proactively even to clients without obvious exposure. At the same time, carriers are working to evaluate their potential exposure to several rapidly evolving risks, including artificial intelligence (AI), nanotechnologies, and autonomous vehicle systems.

#### *Workers' Compensation:*

This line continues to be a top performer and remains attractive to buyers. Insurer profitability and strong reserve positions have maintained a competitive environment, with most clients seeing flat or declining

rates. This stability is supported by positive underlying trends, including a 5% drop in lost-time claim frequency in 2024, extending a significant long-term improvement.

## Insights by Line of Coverage

Here's a more detailed look at some key commercial casualty lines:

**Commercial Auto:** Expect continued upward pressure on premium rates in the +7 to +15% range. Businesses with fleets of any size — especially those with Hired and Non-Owned Auto (HNOA) exposure — must demonstrate best-in-class safety protocols, including a relentless focus on driver safety programs, telematics and careful fleet management.

**General Liability:** Premium rates remain in the low-to-mid single +1 to +10 range. Underwriting remains stringent, particularly for high-risk industries like construction and hospitality.

**Workers' Compensation:** This remains the most stable and competitive casualty line. Most buyers can expect rate changes between -5% and +2%. Its consistent profitability makes it an attractive line for insurers, often used as leverage in negotiations for entire accounts.

**Umbrella and Excess Liability:** This coverage line poses significant challenges, especially for clients with prior loss histories and complex exposures. To secure appropriate limits and the best available terms, it is crucial to submit strong underwriting packages that clearly highlight your risk profile. Current rate guidance falls within the 5-15% range.

## Navigating the Market Effectively by Improving Your Risk Profile

In this evolving market, proactive risk management and a strategic approach to your insurance plan are more crucial than ever.

**Focus on Loss Control:** Implementing and maintaining robust fleet safety programs and loss prevention measures can significantly improve your risk profile, leading to more favorable insurance terms.

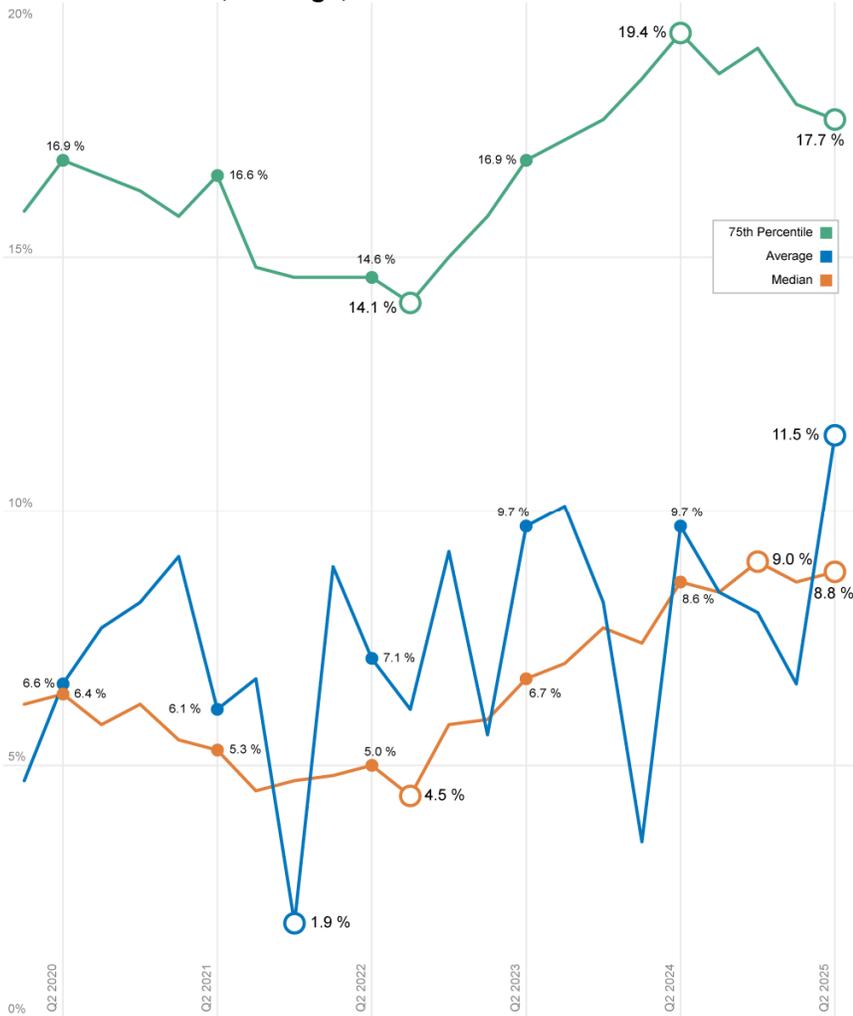
**Provide Comprehensive Information:** Detailed and accurate information about your business operations, risk management practices, and loss history is crucial for underwriters to accurately assess your risk.

### Sound Renewal Practices include:

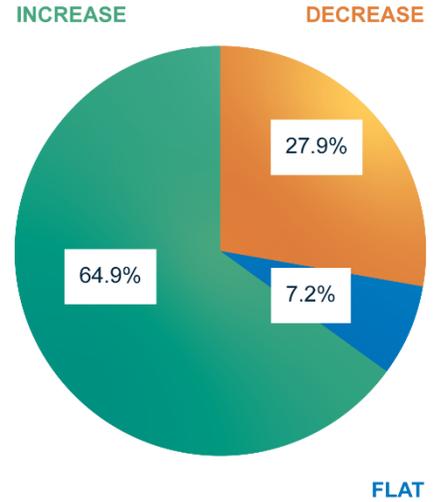
- ✓ Start renewal early, seek multiple options
- ✓ Provide robust data points, safety initiatives and tell your story
- ✓ Data is critical for Auto lines – drill down on details (type of auto, radius, locations, total mileage, telematics, MVR's)
- ✓ Review more relative exposure basis – i.e. mileage vs. fleet size
- ✓ Invite carriers out to meet risk team (see operations/safety)
- ✓ Access full market: retail and wholesale, look for Auto specialty markets
- ✓ Explore different deductible levels and potentially corridor deductibles
- ✓ Entertain a three-year structured solution

Although the moderation of premium rate increases in certain lines offers some relief, the underlying factors driving the casualty market will persist throughout 2025. We are committed to staying ahead of these trends and providing you with the guidance and support needed to enhance your risk profile, which can result in a decrease in your overall cost of risk.

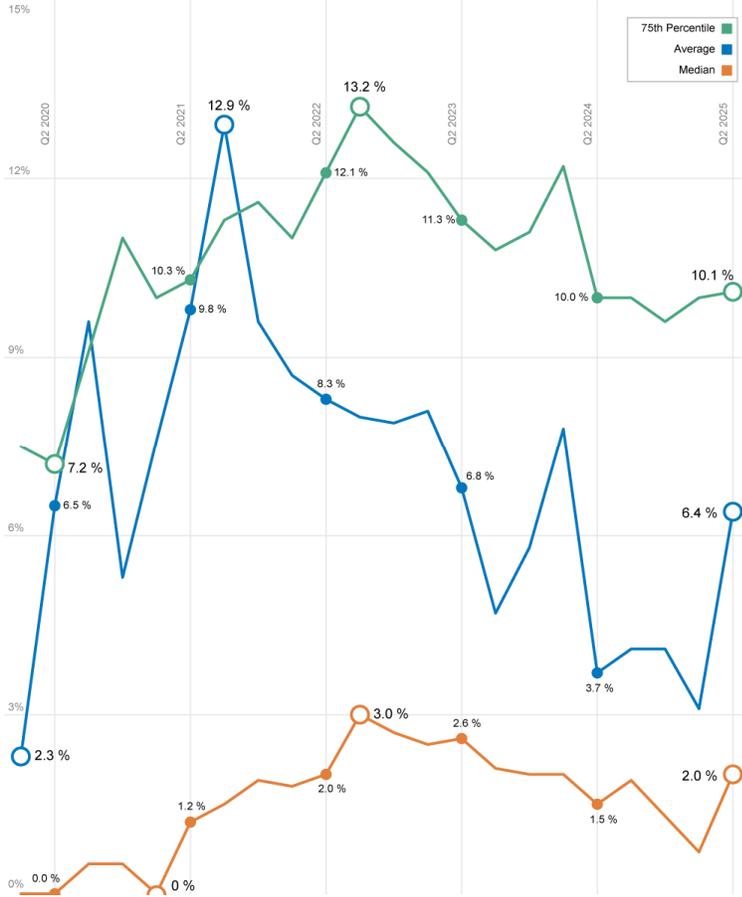
**Commercial Auto Premium Change  
Median, Average, and 75<sup>th</sup> Percentile Over Time**



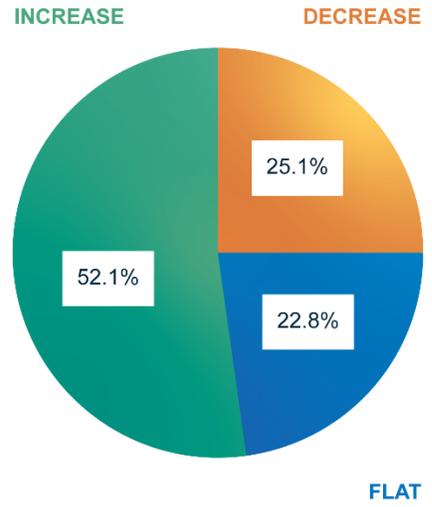
**Q2 2025 Commercial Auto  
Gallagher – US Clients**



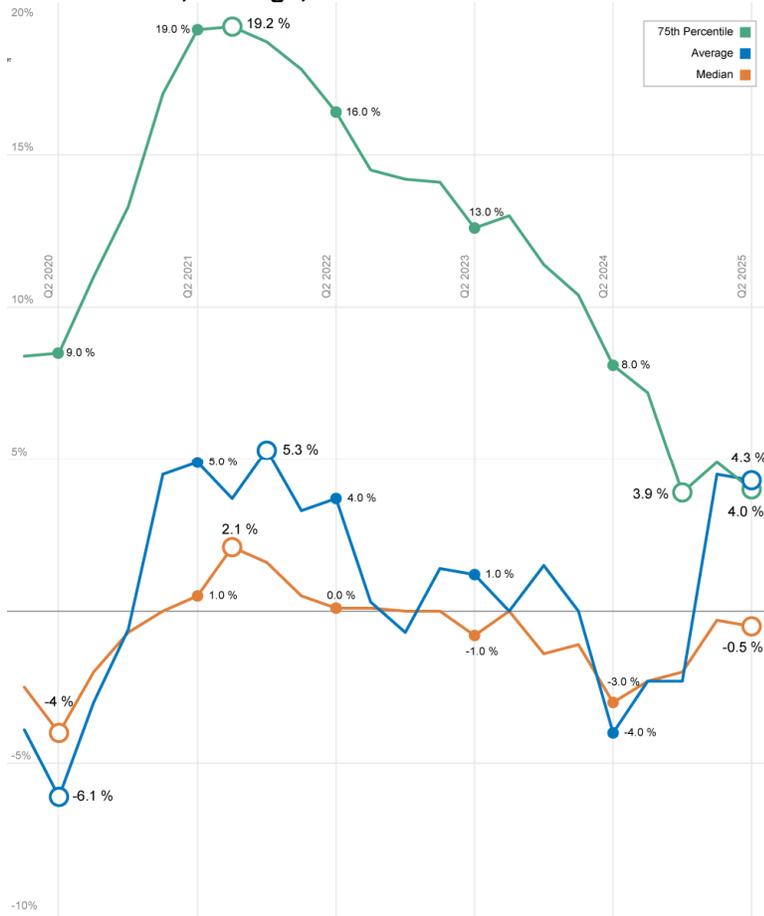
### General Liability Premium Change Median, Average, and 75th Percentile Over Time



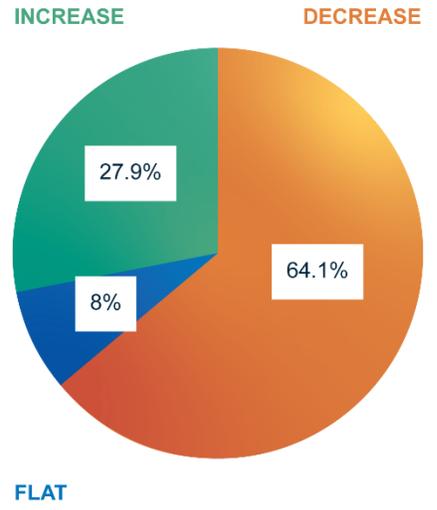
### Q2 2025 General Liability Gallagher – US Clients

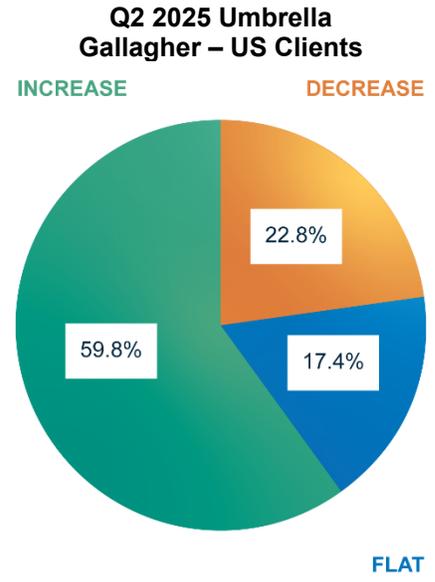
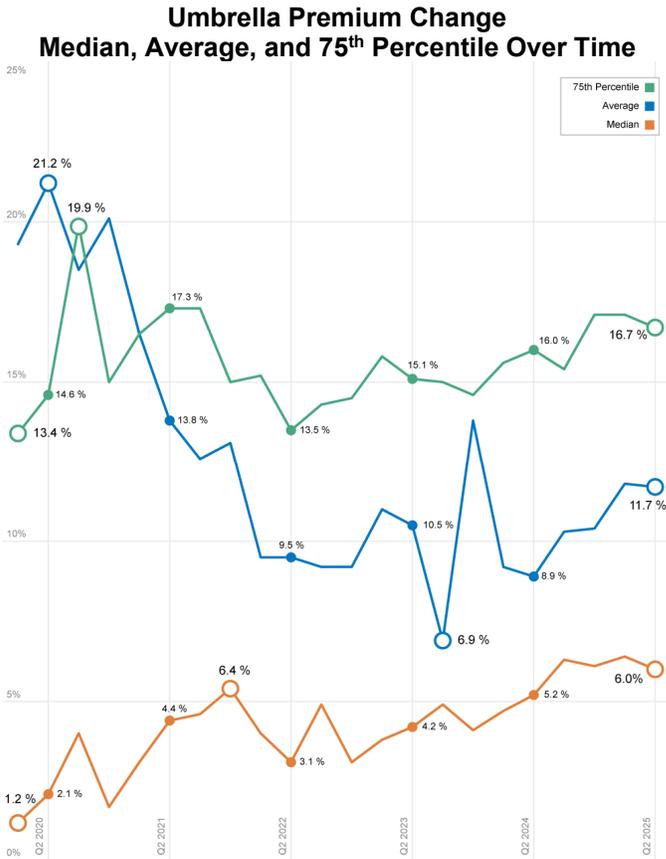


### Workers Compensation Premium Change Median, Average, and 75th Percentile Over Time



### Q2 2025 Workers Compensation Gallagher – US Clients





“Lead umbrella rates continue to rise in the mid-teens, with \$5 million lead limits now standard and \$10 million-plus tranches becoming increasingly rare. However, the excess casualty market has become slightly more competitive over the past few quarters, with rates stabilizing after peaking in the fourth quarter of 2024. Some insurers have completed remediation and are cautiously seeking growth, while new entrants are expanding options in the mid-to-high-excess layers. Nevertheless, any moderation in the broader casualty market could be short-lived in an environment with uncertain inflationary pressures. Some of these unknown inflationary pressures include:

Social inflation (example, nuclear verdicts, litigation funding)

- Macroeconomic inflation (example, wage growth, healthcare costs)
- Tariff-driven inflation (example, auto repair, healthcare, and construction materials)

These inflationary factors may push casualty loss cost trends upward further, challenging insurers’ ability to adequately price premiums to risk.”

**Mark J. Stachura**

Head of Broking - Central Zone

## Directors & Officers (D&O)

The D&O Insurance market continues to evolve, with shifting trends in competition, capacity and underwriting strategies shaping the landscape as we move through 2025. The overall environment remains favorable for insureds, and the market is competitive in terms of pricing, with ample capacity available for all executive risk coverages. However, there is a developing trend of rate stabilization and flat renewals for specific risk profiles and industry sectors, especially in the higher excess layers. Insurers are still offering coverage enhancements to retain and attract new business. Some insurers are cautious about the rating environment, given loss trends in open claims. As we enter the second half of 2025, we believe the plaintiffs' bar will continue its 2024 pattern of bringing a steady stream of cases against mature public companies across all industries. Softer pricing may negatively impact the near-term financial performance of D&O insurers, as the reduced premium base struggles to support future claims amidst emerging or expanding risks. With the slowdown in IPO and SPAC activity and as we move farther away from the effects of the COVID-19 pandemic, the larger concern for investors is how artificial intelligence will influence and impact public companies and private companies. In addition, tariffs and economic uncertainty contribute to a capital shortage, leading to mergers, insolvencies, and layoffs.

In the public marketplace, the scarcity of new business and IPOs has intensified competition among existing public companies' insurers, resulting in better terms for the same premiums and a focus on improved coverage. D&O insurers have been offering more capacity, especially leveraging Side A placements. However, while some insurers are actively pursuing new business, others in 2025 are taking a firmer stance on renewal pricing and are willing to walk away if rates are insufficient. IPO activity is gradually evolving in the market and remains a key area for insurers. Competition is fierce, with offerings of increased capacity, competitive premiums, and retentions that differ significantly from what was seen during the 2020-2022 IPO placement era. Broker competition in the public D&O market remains intense, primarily due to the declining number of new public companies. Additionally, economic conditions within certain industries have led to an increase in bankruptcies and merger and acquisition transactions in both the private and public sectors.

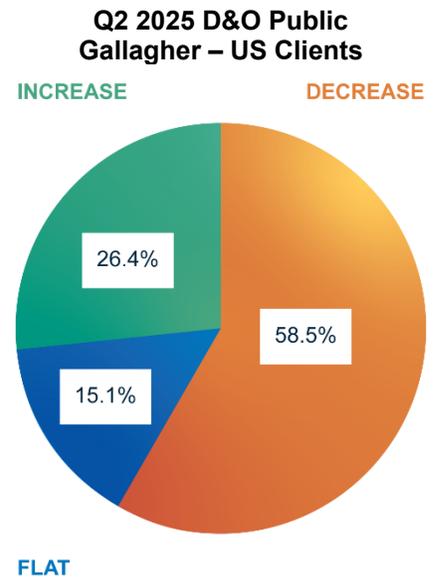
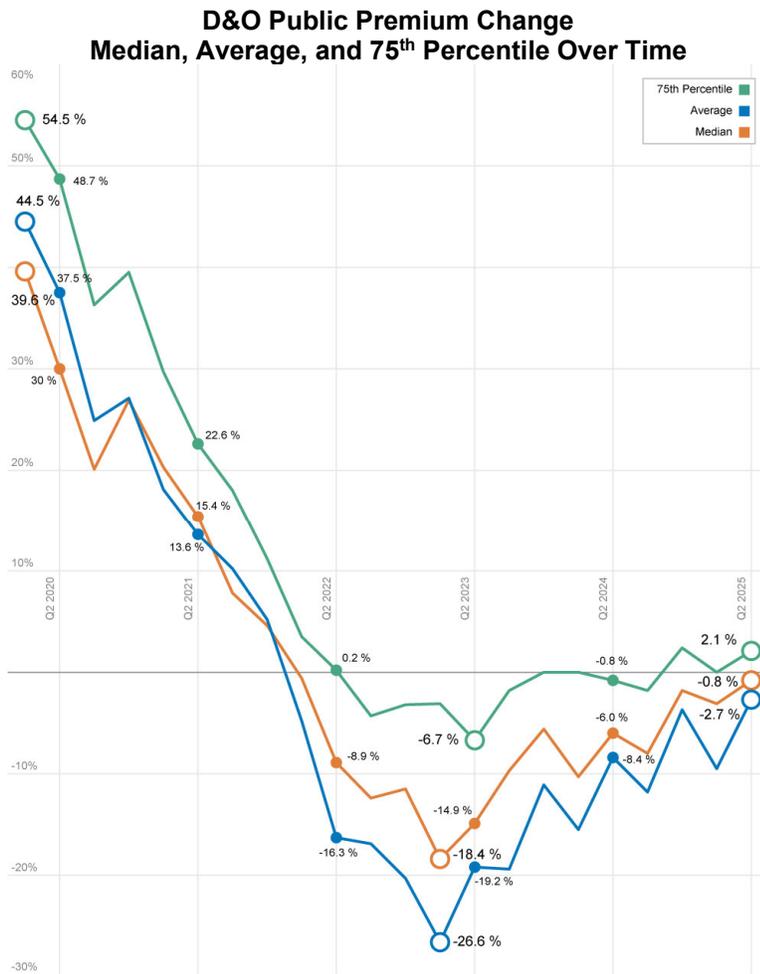
Established public company D&O markets aim to maintain stable rates, while new entrants continue to offer more competitive prices to gain market share. Rates remain competitive despite rising securities class actions and settlement amounts (Source: [Woodruff Sawyer — 2025 D&O Databox Mid-Year Report](#)). In 2024, approximately 225 securities class-action claims were filed — up from 215 in 2023 — and about 90 claims were settled last year for an average of \$43 million. The number of federal and state court securities class action lawsuits that activated D&O policies increased for the second consecutive year, reaching the highest level since 2020, with 225 filings.

On the private company side, ample capacity remains, and the marketplace is competitive in rates, with expanding terms and conditions. The number of private company insurers continues to grow with offerings from MGAs and other insurer facilities.

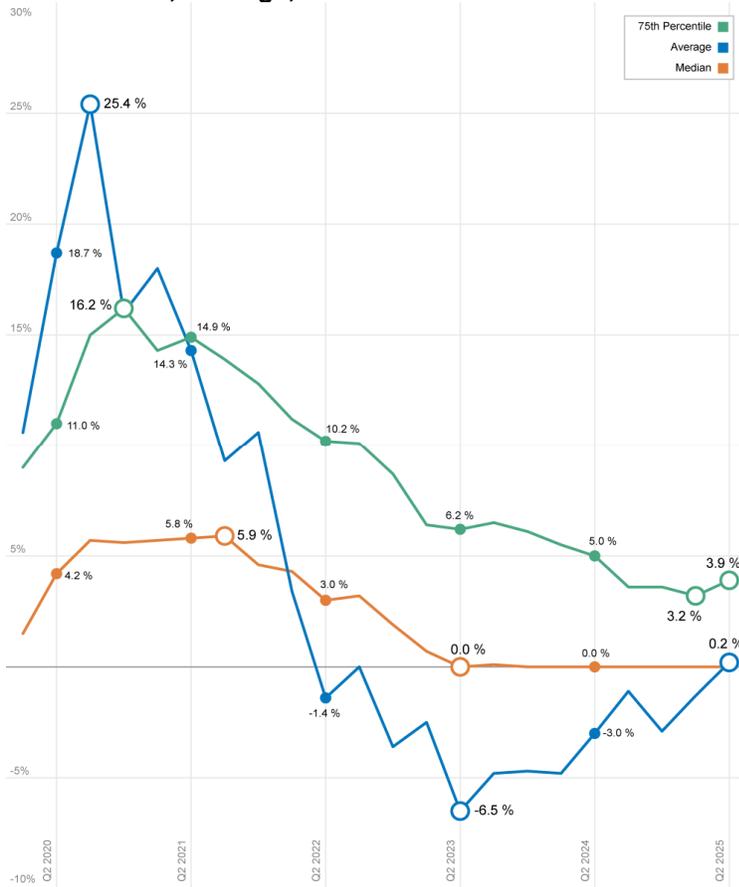
### Managing the Evolving D&O Marketplace

- **Stay ahead of risk:** Evaluate opportunities to expand coverage, such as entity investigations coverage. Ensure your protection keeps pace with evolving risks.
- **Reduce or buy down retentions:** Lower your retentions now to position your business for premium advantages in future hard markets.

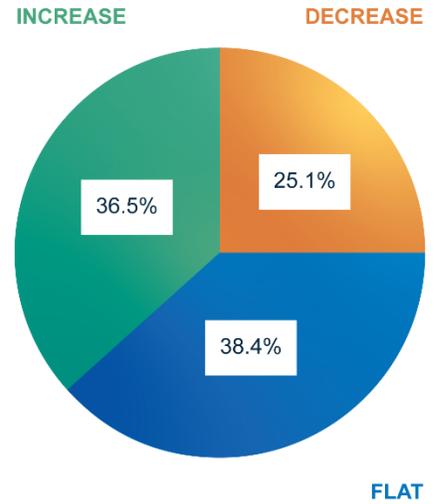
- **Consider higher limits:** Reevaluate your coverage and explore higher limits given competitive market conditions.
- **Be transparent:** In the current buyer's market, it pays for insureds to discuss their strengths and weaknesses with underwriters at renewal openly. When they do, underwriters are often willing to write policies for companies with higher risk profiles at competitive rates.
- **Lean into data:** Continue to analyze your data, benchmark performance, and strategically secure multi-year deals on the private side.
- Assess what risk to retain in the design of your insurance programs – Side ABC/Side A.



**D&O Private Premium Change  
Median, Average, and 75<sup>th</sup> Percentile Over Time**



**Q2 2025 D&O Private  
Gallagher – US Clients**



“The D&O landscape is evolving as economic uncertainty, regulatory pressures, and emerging litigation risks reshape the market. While competition remains strong, insurers are becoming a bit more selective and paying close attention to the litigation trends. Early engagement and strategic planning are essential for securing the most comprehensive D&O Programs available in the marketplace.”

**Jennifer Sharkey**

Managing Director  
Executive and Financial Risk Practice

## Cyber Insurance

The cyber market has been a buyer-friendly one for the past two years, and that trend is continuing due to increased capacity and new entrants in the space.

Cyber insurance renewal trends indicate flat to slightly declining rates, with some clients experiencing price increases due to losses. Here is what else we are seeing in the cyber market today.

- Claims activity remains steady, with ransomware and social engineering attacks occurring regularly. However, there are signs that fewer victim organizations are paying extortion demands compared to previous years. Additionally, claims related to wrongful data collection, such as pixel tracking and biometrics, have increased. Many class actions are ongoing, which tend to be lengthy and costly. As a result, underwriters often exclude these claims but may ultimately decide to cover them, subject to underwriting review. Brokers must help identify exclusionary language and advise clients effectively to show they either lack wrongful data collection exposure or have taken steps to manage the risk.
- Supply chain issues continue to be a major concern, especially for software providers. The past few years revealed multiple cyber incidents where even strong organizational controls might not have prevented a cascading loss for those organizations that relied upon these key players in the supply chain. The underwriting community faces difficulties in managing these risks because it cannot continually evaluate vendors deep within the supply chain. As a result, some cyber insurance carriers are imposing requirements for insureds to have a direct contractual relationship with the victim in the supply chain to cover an insured's contingent business interruption coverage. Others are limiting coverage for contingent business interruption coverage to IT providers only and excluding coverage for losses stemming from attacks on other third-party vendors.
- We're now facing new and more challenging threats in cybersecurity. Cybercriminals are now using advanced deepfake technology to deceive people. Threat actors use artificial intelligence and deep-learning techniques to manipulate real media to create synthetic media. They can copy someone's voice, such as a CEO, and create fake but realistic-sounding voicemails and videos. In these scenarios, cyber criminals might instruct someone in the accounting department to send a large sum of money for a fake deal quickly. This form of social engineering is far advanced than traditional attacks, where phishing emails were easier to identify due to poor spelling and grammar.

[Link to Cyber Risk Webinar Series about Social Engineering by Deepfake Technology](#)

## **Navigating AI Risks: Challenges and Insurance Implications for Organizations**

- As organizations rapidly leverage AI to harness vast new efficiencies, several potential threats may emerge, including but not limited to data bias, liability related to intellectual property, privacy liability and regulatory risk.
- While widespread AI-driven losses are not yet common, they may impact several insurance policies. The nature of these losses may trigger several policies, including but not limited to cyber, errors & omissions, product liability, medical malpractice, employment practices and other policies.
- Organizations can implement several strategies to manage AI risk. These include establishing a strong AI governance program, emphasizing transparency, ensuring data quality, improving security measures, maintaining human oversight, following ethical principles, and promoting continuous monitoring.

[Link to Risk Bulletin: AI Risk Amplified — Self-Learning Platforms | AJG United States](#)

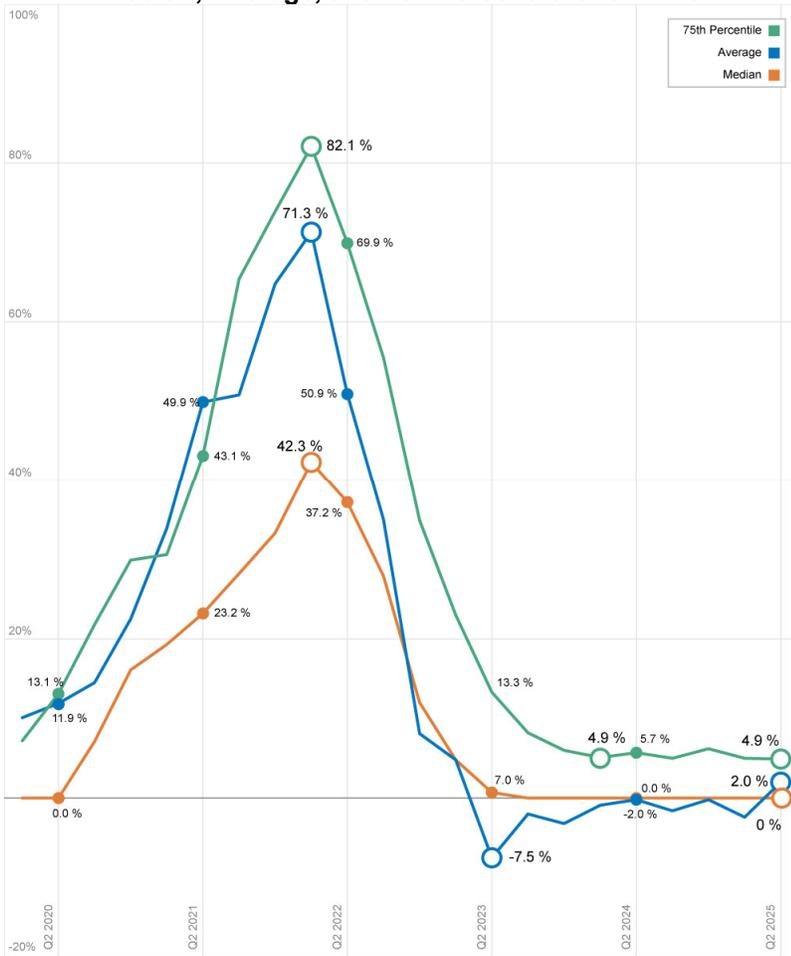
## **Navigating the Market Effectively by Improving Your Risk Profile**

Improving a company's cyber risk profile is crucial for safeguarding sensitive data, financial assets, and reputation in today's digital landscape. As cyber threats grow increasingly sophisticated, a robust cyber risk profile protects against data breaches and unauthorized access, ensuring compliance with stringent data protection regulations. By proactively addressing vulnerabilities and implementing effective security measures, companies can minimize financial losses, operational disruptions, and reputational damage. A strong cyber risk profile also enhances customer trust and investor confidence, providing a competitive advantage and contributing to long-term sustainability.

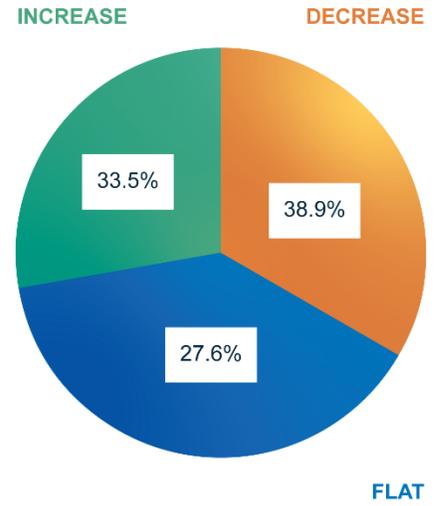
One way to ensure your company is prepared is by engaging Gallagher's Cyber Risk Management Team, which helps companies improve their risk profile by acting as an extension of their IT staff. The team works on several strategies, including addressing human error, which accounts for 80-90% of malicious incidents. By addressing cybersecurity issues stemming from inadequate technology, processes, and employee training, this team helps organizations enhance their defenses. Services include internal penetration testing, network assessments, phishing training, and tabletop exercises that simulate real-life scenarios, ensuring companies are cyber-ready before facing underwriters.

[Link to White Paper: Tips for Managing Your Cyber Security](#)

**Cyber Premium Change  
Median, Average, and 75<sup>th</sup> Percentile Over Time**



**Q2 2025 Cyber  
Gallagher – US Clients**



"In a cyber market characterized by increased capacity and fierce competition, organizations face the dual challenge of navigating emerging risks and evolving cyber insurance products. As pricing remains suppressed, companies must proactively enhance their cyber risk profiles to safeguard sensitive data, ensure compliance, and maintain operational resilience amidst complex and rapidly advancing threat landscapes."

**John Farley**

Managing Director  
Cyber Liability Practice

## About the authors

Linton “B.” Puckett is responsible for the leadership of Gallagher’s National Market Relations practice. In this role, B. is responsible for developing and managing strategic relationships with carriers and intermediaries in Gallagher’s US Brokerage division. B. leads Gallagher SmartMarket, our platform that couples data with a dedicated engagement model to enhance carrier relationship strategies. B. also leads Gallagher’s Client Advantage strategy, which partners with carriers to bring proprietary products and solutions to clients.

Mark Stachura is responsible for leading market relations and placement functions in Gallagher’s Central Zone.

## About our data

Gallagher Drive® is our premier data and analytics platform that combines market conditions, claims history, and industry benchmark information to give our clients and carriers the real-time data they need to optimize risk management programs. When used as part of **CORE360**®, our unique, comprehensive approach to evaluating clients’ risk management programs, Gallagher Drive creates meaningful insights to help them make more informed risk management decisions, find efficient use of capital, and identify the top markets with the best solutions for their risks.

\*Source: Gallagher US Client Data, January 2020-June 2025. The median represents the middle value that separates the upper half from the lower half of the data sample. The 75<sup>th</sup> percentile premium is the average of the top 25% of Gallagher clients’ accounts that experienced the highest premium increases. Please note that individual premiums may vary due to market variability and specific account characteristics.



Initiatives	LOE (See key at end of report)	Cost (See key at end of report)	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Complete Retail Recruitment Plan Document and devise implementation strategy that will target at least three locations to proactively market and thorough actions such as showcasing at regional retail conference, direct outreach with realtors, and web site placement. Consider opportunities for temporary use of vacant retail spaces to maintain site activity.	**	\$	Community Development	FY 25	Energetic and Healthy Economy	Business Retention and Expansion	Completed
Facilitate discussions with the CMRP and long-range financial groups to identify opportunities/concepts to diversify the tax base	***	\$	Administration	FY 25	Energetic and Healthy Economy	Economic Trends	Carried forward to FY 26 and in progress; next CMRP workgroup meeting set for December 15, 2025
Evaluate the tax revenues that fund the CMRP and evaluate increasing existing taxes, reallocating other tax revenues, or add additional types of revenue to appropriately fund the plan	***	\$	Finance	FY 25	Energetic and Healthy Economy	Maintain and Diversify Revenues	Carried forward to FY 26 and in progress; next CMRP workgroup meeting set for December 15, 2025
Evaluate all revenue stream allocations to determine if there is a mix that better meets the various funding needs for the various funds/operations	**	\$	Finance	FY 25	Energetic and Healthy Economy	Maintain and Diversify Revenues	Carried forward to FY 26 with meeting to be scheduled with LRFP workgroup following CMRP workgroup meeting December 15, 2025
Communications to the Public of new tools	**	\$\$	Administration	FY 25	Engaged and Connected Community	Engagement with City	Completed
Implement Reverse 911 system to provide emergency information to residents (including: traffic updates, severe weather, safety advisory).	**	\$\$	Police	FY 25	Engaged and Connected Community	Engagement with City	Continued to FY 26; recommendation expected in the coming months.
Complete site improvements and develop RFP to solicit interest in construction of new multi-use buildings and open space on city-owned property at the northeast corner of Batavia and Warrenville Roads (aka OTRS#2/Formal Citgo) in accordance with Warrenville By Design requirements	***	\$\$\$	Community Development	FY 25	Engaged and Connected Community	Spaces for Community Engagement	Completed
Complete design and construction of Mack Bridge Replacement and Path Project	***	\$\$\$	Community Development	FY 25	Engaged and Connected Community	Spaces for Community Engagement	Awaiting resolution of property acquisition. To be carried forward indefinitely.
Complete design and construction of IL Route 59 Multi-Use Trail between Meadow / Continental and Batavia Road.	***	\$\$\$	Community Development	FY 25	Engaged and Connected Community	Spaces for Community Engagement	Postponed to FY 27
Pilot and evaluate opportunities to integrate food truck events, and other entrepreneur opportunities at community events (e.g. homebased business market at Holly Days, local merchant area at National Night Out, etc.) to leverage events to support local and home-based business marketing and retention efforts.	**	\$\$	Community Development	FY 25	Engaged and Connected Community	Unique Programs and Events	Completed
Enhance Warrenville Marketing Materials, with updated information and interactive mapping featuring accommodation options, special events, and dining destinations to support "Stay in Warrenville" unified marketing effort among hoteliers	*	\$	Community Development	FY 25	Engaged and Connected Community	Unique Programs and Events	Completed

2024 Strategic Plan Initiatives Update

<b>Initiatives</b>	<b>LOE</b> <i>(See key at end of report)</i>	<b>Cost</b> <i>(See key at end of report)</i>	<b>Lead Dept</b>	<b>Start Date</b>	<b>2024 Strategic Plan Key Focus Area</b>	<b>Strategic Priority</b>	<b>Status</b>
Expand police-community engagement activities to include a Fall Open House, "Trunk or Treat" event , Jr. Community Police Academy.	**	\$\$	Police	FY 25	Engaged and Connected Community	Unique Programs and Events	Completed
Upgrade Keyless Entry System	**	\$\$	Public Works	FY 25	Quality City Services	Building and Life Safety	Completed
Evaluate and adopt update to local ordinances and code violations including fines and fees.	**	\$	Police	FY 25	Quality City Services	Building and Life Safety	Continued to FY 26; ongoing
Complete a Facilities and Space Needs study, including opportunities to improve building efficiency and reduce negative impacts on the environment	***	\$\$\$	Administration	FY 25	Quality City Services	City Infrastructure	Preferred consultant selected. Building evaluations expected to begin Jan 2026
Negotiate Intergovernmental Agreement for Cerny Park Transfer to Warrenville Park District.	**	\$\$\$	Public Works	FY 25	Quality City Services	City Infrastructure	Completed
Construction of OTRS #2 Soil Remediation and Utility Improvements Project.	***	\$\$\$	Community Development	FY 25	Quality City Services	City Infrastructure	Completed
Construction of Batavia Road Resurfacing Project (Warrenville Road to IL Route 56).	***	\$\$\$	Public Works	FY 25	Quality City Services	City Infrastructure	Completed
Construction of Water Tower at Thorntons site.	**	\$\$\$	Public Works	FY 25	Quality City Services	City Infrastructure	Substantially completed in FY 26 - punchlist remains
Complete implementation of ERP	***	\$\$\$	Public Works	FY 25	Quality City Services	Financial Policies	Completed
Staff and City Attorney develop a public tree preservation ordinance to fulfill grant funding obligation/EAC to review recommendations and provide feedback to staff, before it is presented to City Council.	**	\$	Public Works	FY 25	Quality City Services	Sustainability	Completed
Develop an EV Readiness Program through participation in a cohort of municipalities facilitated by the Metropolitan Mayors Caucus	*	\$	Community Development	FY 25	Quality City Services	Sustainability	Completed
EAC to research Comparable Community environmental priorities to identify and evaluate, from a time, cost, and Warrenville community interest standpoint, any gaps or enhancements to existing city sustainable policies and services for recommendation to city staff for further consideration.	*	\$	Community Development	FY 25	Quality City Services	Sustainability	Continued to FY 26; in progress
Participate in Metropolitan Manager's Caucus Middle Housing Technical Assistance Program	*	\$	Community Development	FY 25	Safe and Healthy Neighborhoods	Housing Options	Completed
Evaluate options for Veterans Memorial rehabilitation.	***	\$	Public Works	FY 25	Safe and Healthy Neighborhoods	Legacy Infrastructure	Completed
Engage in proactive drinking water quality education to the public.	**	\$	Administration	FY 25	Safe and Healthy Neighborhoods	Proactive Education	Ongoing; started in FY 25

2024 Strategic Plan Initiatives Update

Initiatives	LOE <i>(See key at end of report)</i>	Cost <i>(See key at end of report)</i>	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
BPAC to evaluate and recommend improvements to "bike to school" and Bike Rodeo program to ensure emphasis on safe practices and education. Including:  o Develop educational material and attend local schools "back to school" nights and Bike to School day. o Establish and coordinate a cleanup event of sidewalks/trails/paths for safe bicycling and walking.	*	\$	Public Works	FY 25	Safe and Healthy Neighborhoods	Proactive Education	Completed
Evaluate speed limit on River Road after it is formally transferred to the City	**	\$	Public Works	FY 25	Safe and Healthy Neighborhoods	Speed Limits	Completed
Establish a policy document that addresses how the City will evaluate complaints of speeding, traffic issues, requests for changes to speed limit, or requests to add signs on City roads, including the use of tools like speed sensors, trailers, etc.	**	\$	Public Works	FY 25	Safe and Healthy Neighborhoods	Speed Limits	Continued to FY 26; policy guidelines are part of the scope of work of the citywide traffic study.
Complete Autism Friendly training for City staff and Elected Officials as first step towards becoming an Autism Friendly Community	**	\$	Administration	FY 25	Supported and Responsive Workforce	Staff and Elected Official Training	Completed
Complete Autism Friendly specialty training for Police staff	**	\$	Police	FY 25	Supported and Responsive Workforce	Staff and Elected Official Training	Completed
Complete Autism Friendly specialty training for frontline City staff as recommended by Little Friends	**	\$	Administration	FY 25	Supported and Responsive Workforce	Staff and Elected Official Training	Completed
Establish a plan to ensure all City staff hold appropriate ICS training.	**	\$	Police	FY 25	Supported and Responsive Workforce	Staff and Elected Official Training	Continued to FY 26 and in progress.
Establish and document elected and appointed official onboarding and trainings process	*	\$	Administration	FY 25	Supported and Responsive Workforce	Staff and Elected Official Training	Continued to FY 26 and in progress.
Evaluate the need to increase staffing for patrol.	***	\$\$\$	Police	FY 25	Supported and Responsive Workforce	Staffing	Continued to FY 26; awaiting results of police independent assessment, which is in progress.

2024 Strategic Plan Initiatives Update

Initatives	LOE <i>(See key at end of report)</i>	Cost <i>(See key at end of report)</i>	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Enhance Business Registration / Licensing to further engage directly with local businesses ( e.g. semi-annual newsletter, town hall coffee, video series, alliance with Western DuPage Chamber, opportunities for participation at community events, etc.	***	\$	Community Development	FY 26	Energetic and Healthy Economy	Business Retention and Expansion	In progress; newsletter launched, new activities with Chamber; more coming in 2026
Research and consider adoption of commercial façade and/or interior buildout improvement grant program. This task should include review and recommendation of funding source(s) based on best practices, available resources, and successful Comparable Community models. Consider opportunity for a test case to evaluate program feasibility and effectiveness.	*	\$	Community Development	FY 26	Energetic and Healthy Economy	Business Retention and Expansion	In progress. Program proposal will be completed by end of FY 26. Test case holding until FY 27
Through partnership with Choose DuPage and others, develop a standardized economic development report to release semi-annually that measures marketplace changes, opportunities, and demands	*	\$	Community Development	FY 26	Energetic and Healthy Economy	Economic Trends	Completed
Identify funding mechanisms to implement facility improvements identified as top priority in the Facilities and Space Needs study	***	\$	Finance	FY 26	Energetic and Healthy Economy	Maintain and Diversify Revenues	Awaiting completion of the study and any resulting recommendations
(ERP/EAM/etc.) Technology launch to provide 24 access to conveniently and efficiently engage residents and businesses in new ways	***	\$\$\$	Administration	FY 26	Engaged and Connected Community	Engagement with City	Completed
IDEC to initiate contact with local faith-based organizations and neighborhood associations to connect new residents with welcoming information and services available in Warrenville	*	\$	Administration	FY 26	Engaged and Connected Community	Participation and Belonging	Completed. IDEC members contacted local faith-based organizations in Oct. and invited them to provide material for new resident welcome packets. This items is expected to be ongoing
Increase participation in boards and commissions by residents of different cultures and backgrounds (active marketing campaign FY2026 IDEC with benchmarks to measure success)	*	\$	Administration	FY 26	Engaged and Connected Community	Participation and Belonging	The Warrenville Smiles initiative will be used to promote IDEC and increase resident awareness and participation in City Commissions. Benchmarks include social media metrics, community partner participation and total materials distributed.
IDEC to identify and attend city-sponsored events and provide Autism Friendly Kits (as provided by Little Friends) for attendees at City-sponsored public events	*	\$	Administration	FY 26	Engaged and Connected Community	Participation and Belonging	Completed. IDEC plans to attend Arbor Day, National Night Out, and Multicultural Fest annually. Additional events attended are the Library Community Resource Fair and Chicago Rides FAR events.
Develop Purchase and Sale Agreement with developer, complete entitlement approvals and site construction of city-owned property at the northeast corner of Batavia and Warrenville Roads (aka, OTRS#2/Former Citgo).	***	\$	Community Development	FY 26	Engaged and Connected Community	Spaces for Community Engagement	In progress

2024 Strategic Plan Initiatives Update

Initatives	LOE (See key at end of report)	Cost (See key at end of report)	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Prepare and issue an RFP/RFQ for an IL Route 59 Corridor Market-Based Study focused on vacant/underutilized property and community-supported development sites, corridor beautification, and strategic implementation actions (JM/AE)	*	\$	Community Development	FY 26	Engaged and Connected Community	Spaces for Community Engagement	New! Based on 11/1025 CD Committee Recommendation to Replace RFP for Cantera
Evaluate locations, structure design options, site layouts, and program models to establish and promote a pop-up market space in Warrenville. Develop a preliminary site design (with considerations for parking, waste and restroom access), structure design, and budget proposal for review and consideration. Consideration should be given to a phased approach.	**	\$\$	Community Development	FY 26	Engaged and Connected Community	Unique Programs and Events	Moved from FY 28 Due to Grant Award. Completed Initial Phase and Soft Launch.
TAC to evaluate the overall grant program, for possible revisions to how grants are awarded (i.e. the breakdowns by category) as well as stronger emphasis on grants that foster additional hotel stays“. And whether the annually funded events would occur without the TAC Grant funding (Summer Daze, AoTP, etc.)	**	\$	Finance	FY 26	Engaged and Connected Community	Spaces for Community Engagement	In progress with FY 27 grant cycle, but additional evaluation will continue leading up to FY28 grant cycle in summer 2026 (FY 27)
TAC to encourage grant funding for events in areas of the community not-contiguous to the Civic Center or Cerny park areas of the community	*	\$	Finance	FY 26	Engaged and Connected Community	Spaces for Community Engagement	Recommended to applicants for FY 27 applications, and will continue with future cycles
Survey Registered Warrenville Home Based Businesses to gather information relative to challenges, needs, and opportunities desired (e.g. special event participation, shop local campaign participation, access to local market data, etc.) to gauge future strategic plan initiative interest and inform communications.	*	\$	Community Development	FY 26	Engaged and Connected Community	Unique Programs and Events	Completed
Develop programs and train officers to better engage with the schools by utilizing direct police liaison for DARE program and School Resource Officer.	**	\$\$	Police	FY 26	Engaged and Connected Community	Unique Programs and Events	Completed
Upgrade Security Camera System across City properties	**	\$\$\$	Police	FY 26	Quality City Services	Building and Life Safety	Police Dept. and museum completed. City Hall, trailhead and Warren Tavern expected to be completed in FY27
Evaluate and adopt update to the building code to maintain current requirements for construction, safety and inspection	**	\$	Community Development	FY 26	Quality City Services	Building and Life Safety	Preliminary evaluation in FY26 Complete. Recommend Push to FY28 After next Code Set Released (anticipated 2027) and to align with BCGES evaluation anticipated in calendar year 2028
Evaluate the Enterprise Fleet contract and report on cost savings or performance of the program	*	\$	Public Works	FY 26	Quality City Services	City Infrastructure	Not currently enough data to evaluate
Public Works staff to perform minimal repairs to Veterans Memorial including but not limited to removal and disposal of the fountain, removal and replacement of any unsafe concrete, recoating the entire concrete surface with a uniform color, and securing any loose caps on the retaining walls.	*	\$	Public Works	FY 26	Quality City Services	City Infrastructure	Completed

2024 Strategic Plan Initiatives Update

<b>Initatives</b>	<b>LOE</b> <i>(See key at end of report)</i>	<b>Cost</b> <i>(See key at end of report)</i>	<b>Lead Dept</b>	<b>Start Date</b>	<b>2024 Strategic Plan Key Focus Area</b>	<b>Strategic Priority</b>	<b>Status</b>
Develop an agreement with the volunteer group that will coordinate donations for the Veterans Memorial rehabilitation project.	*	\$	Public Works	FY 26	Quality City Services	City Infrastructure	Warrenville Veterans Center has agreed to coordinate fundraising activities
Develop design and construction documents for the Veterans Memorial rehabilitation project, to support volunteer solicitation of donations.	*	\$\$	Public Works	FY 26	Quality City Services	City Infrastructure	In progress
Construction of Cerny Park Improvements Project - Phase 1.	**	\$\$\$	Public Works	FY 26	Quality City Services	City Infrastructure	Substantially Complete - punchlist remains
Construction of curb and gutter on west side of River Road.	**	\$\$\$	Public Works	FY 26	Quality City Services	City Infrastructure	Completed
Construction of Well No. 13 Water Treatment Building.	**	\$\$\$	Public Works	FY 26	Quality City Services	City Infrastructure	Underway with completion anticipated in September 2026.
With the completion of the ERP, provide quarterly financial updates on revenue performance and expense allocations compared to budget	*	\$	Finance	FY 26	Quality City Services	Financial Policies	Preparing Q2 Update
Establish a mechanism to forecast City fiscal performance on a five-year trend and consider multi-year budget cycle	*	\$	Finance	FY 26	Quality City Services	Financial Policies	To be discussed during FY27 budget preparation process
Conduct a water and sanitary sewer rate study	**	\$\$	Finance	FY 26	Quality City Services	Financial Policies	RFQ issued. Responses due Nov 21
Provide monthly financial reporting and dashboard information to staff and Elected Officials	*	\$	Finance	FY 26	Quality City Services	Financial Policies	In progress. Staff dashboards expected to be completed by April 2026
EAC to collaborate with the Staff Liaison to develop a communication strategy (e.g., combination of web information, In-Person event attendance, literature) targeted to new residents about local environmental programs and initiatives (coal tar ban, how to prevent/treat weeds without chemicals, proper tree maintenance, recycling options, adding solar panels to my property, reducing use of plastic, maximizing use of rain barrels, easy composting on a budget, etc).	*	\$	Community Development	FY 26	Quality City Services	Sustainability	Will likely continue into FY27
Implement the City Council preferred option for the Veterans Memorial rehabilitation.	**	\$\$	Public Works	FY 26	Safe and Healthy Neighborhoods	Legacy Infrastructure	Council direction to evaluate again for FY 27 after volunteers perform fundraising campaign
Create and engage in proactive education on living with hard water	**	\$	Administration	FY 26	Safe and Healthy Neighborhoods	Proactive Education	In progress
BPAC will consider community events they can attend with Police Department staff to coordinate safety efforts for bicyclists, pedestrians, and motorists. Including:  o Develop education and encouragement outreach methods that target families, women, seniors, low-income, and non-English speaking communities.  o Develop social media content, especially during the warmer months of safe bicycle and pedestrian rules.	*	\$	Public Works	FY 26	Safe and Healthy Neighborhoods	Proactive Education	Completed

2024 Strategic Plan Initiatives Update

Initatives	LOE (See key at end of report)	Cost (See key at end of report)	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Traffic study to evaluate speed limits and standardize speed limits on City streets	**	\$\$	Public Works	FY 26	Safe and Healthy Neighborhoods	Speed Limits	Kickoff meeting held in September 2025. Data collection occurred in Fall 2025. Final report expected early 2026.
Issue an employee engagement and benefits survey and identify feasibility of recommendations	*	\$	Administration	FY 26	Supported and Responsive Workforce	Positive Work Culture	Survey completed. Data currently being evaluated.
Evaluate the City's time-off benefits and recommend changes, if needed	***	\$	Administration	FY 26	Supported and Responsive Workforce	Salary and Benefits	In progress. Survey data in review.
Evaluate the City's health and wellness benefits and recommend changes, if needed	***	\$	Administration	FY 26	Supported and Responsive Workforce	Salary and Benefits	In progress. Survey data in review.
Evaluate training and education tools that are cost effective and increase access to future leaders	*	\$	Administration	FY 26	Supported and Responsive Workforce	Staff and Elected Official Training	Expected to be completed by end of fiscal year
Update training and development policies and procedures to include executive coaching	*	\$	Administration	FY 26	Supported and Responsive Workforce	Staff and Elected Official Training	Expected to be completed by end of fiscal year
All City staff to successfully complete appropriate ICS Training	***	\$	Police	FY 26	Supported and Responsive Workforce	Staff and Elected Official Training	Continue to FY 27
Coordinate joint emergency response training exercise with first responders (Police and Fire) and City staff	***	\$	Police	FY 26	Supported and Responsive Workforce	Staff and Elected Official Training	Expected to be completed by end of FY26
Establish a process to ensure joint emergency training exercise occurs every 3 years	*	\$	Police	FY 26	Supported and Responsive Workforce	Staff and Elected Official Training	Expected to be completed by end of FY26
Review the findings of the staffing studies completed in the last five years and determine what remaining recommendations should be implemented, including budgetary analysis and other impacts	**	\$	Administration	FY 26	Supported and Responsive Workforce	Staffing	Part of the Budget planning process. Expected to be completed by end of FY26
Evaluate an internship program for Administration and Finance Departments	**	\$	Administration	FY 26	Supported and Responsive Workforce	Staffing	In progress
<b>KEY</b>							
<b>Level of Expense (LOE)</b>	<b>Cost</b>						
* – Research and Report; 1 staff member or team	\$ = Up to \$24,999						
** – Engage consultant; community outreach with finite scope; Multiple Staff members from a single department	\$\$ = 25K - \$99,999						
*** – Multi-year, Program Launch, Long-term commitment/contract may be required; multiple staff and multiple departments	\$\$\$ = \$100K or more						
YELLOW highlighted initiatives were carried forward to the next fiscal year or are NEW items.							

FY 2026 Citywide Work Plan Mid-Year Update

(last revised by A Morgan 11/19/2025)

**INTRODUCTION**

The Citywide Work Plan does not include every project from individual department work plans. Instead, it highlights projects that require cross-departmental collaboration and are non-recurring in nature. New for FY 2026, Strategic Plan

TIER ONE INITIATIVES					
Item	Project / Program / Activity	Expected Completion Date	Departments	City Plan	Mid-Year Update
<b>Ongoing Projects and Initiatives Expected to Continue</b>					
<i>Mack Road Bridge Replacement and Trail Improvement Project</i>					
CW1-1	Complete Property/Easement Acquisition (CD 22.04)	8/31/2025	PW,CD	SP - Quality City Services: City Infrastructure	Litigation in progress
CW1-2	Coordinate Construction (CD 24.01)	11/30/2026	PW,CD	SP - Quality City Services: City Infrastructure	Litigation in progress
<b>Implementation of New Software Solutions</b>					
CW1-3	BS&A ERP Software Implementation	7/15/2025	PW,CD,FIN	SP - Quality City Services: City Infrastructure	Completed
CW1-4	<i>Citizen Engagement Public Implementation</i>	10/31/2025	ALL	SP - Quality City Services: City Infrastructure	Completed
CW1-5	Complete a Facilities and Space Needs study, including opportunities to improve building efficiency and reduce negative impacts on the environment	4/30/2026	ALL	SP - Quality City Services: City Infrastructure	Preferred consultant selected. Building evaluations expected to begin Jan 2026
CW1-6	Collective Bargaining Negotiations with MAP 213 and 214	4/30/2026	ADM,PD,FIN	SP - Supported and Responsive Workforce: Salary & Benefits	Ongoing
<b>Proposed New Projects and Initiatives</b>					
CW1-7	2026 Road Program Bid Documents	2/28/2026	PW,CD	SP - Quality City Services: City Infrastructure	Expected to be completed by end of fiscal year
CW1-8	Conduct a water and sanitary sewer rate study	4/30/2026	PW, FIN	SP - Quality City Services: Financial Policies	RFQ issued. Responses due Nov 21
CW1-9	Traffic study to evaluate speed limits and standardize speed limits on City streets.	4/30/2026	PW, PD	SP - Safe and Healthy Neighborhoods: Speed Limits	In progress
CW1-10	Waste Franchise Agreement Renewal or RFP (Groot contract expires 4/30/26)	4/30/2026	PW, ADM	SP - Quality City Services: Building and Life Safety Safety Codes	Discussions for renewal with Groot began Oct 2025
CW1-11	Develop internal policy to allocate available sanitary capacity and continued coordination with Naperville for Cantera	4/30/2026	PW,CD	SP - Quality City Services: City Infrastructure	In progress

TIER TWO INITIATIVES					
Item	Project Description	Expected Completion Date	Departments	Other City Plans	Mid-Year Update
<b>Ongoing Projects and Initiatives Expected to Continue</b>					
CW2-1	Development of ADA Transition Plan	4/30/2026	PW, CD, ADM	SP - Quality City Services: City Infrastructure	In progress
CW2-2	Administration of Private Property Drainage Assistance Program	4/30/2026	PW, CD	SP - Safe and Healthy Neighborhoods: Legacy Private Infrastructure Challenges	No applications received to date
<b>Route 59 Sidewalk/Path Improvement Project</b>					
CW2-3	Final Engineering Design (CD 23.03)	12/1/2026	PW, CD	Bike and Pedestrian Plan	Postponed to FY 27
CW2-4	Complete Property/Easement Acquisition (CD 24.06)	12/1/2026	PW,CD	Bike and Pedestrian Plan	Postponed to FY 27
<b>Proposed New Projects and Initiatives</b>					
CW2-5	(EMA) Develop, coordinate and conduct National Incident Management System (NIMS) training for City staff based on staff position	4/30/2026	ALL	SP - Supported and Responsive Workforce: Staff and Elected Official Training	In progress
CW2-6	(EMA) Develop, coordinate and conduct emergency Disaster drill training exercise for appropriate police, fire, and City staff	4/30/2026	ALL	SP - Supported and Responsive Workforce: Staff and Elected Official Training	Expected to be completed by end of fiscal year
CW2-7	Upgrade or Add Security Cameras to all City buildings	4/30/2026	ALL	SP - Quality and City Services: Building and Life Safety	Police Department and Museum complete. Decision Package for City Hall expected to be presented during FY 27 Budget process
TIER THREE INITIATIVES					
Item	Project Description	Expected Completion Date	Departments	Other City Plans	Mid-Year Update
<b>Ongoing Projects and Initiatives Expected to Continue</b>					
CW3-1	Develop Comprehensive Engineering and Public Infrastructure Specifications Manual	4/30/2026	PW, CD	SP - Quality and City Services: Maintain and Replace City Infrastructure	Expected to be completed by end of fiscal year
<b>Proposed New Projects and Initiatives</b>					

COMMISSION STRATEGIC PLAN INITIATIVES					
Commission	Project Description	Expected Completion Date	Department Liaison	Other City Plans	Mid-Year Update
IDEC	Identify and attend city-sponsored events and provide Autism Friendly Kits (as recommended by Little Friends) for attendees at City-sponsored public events	4/30/2026	ADM	SP - Engaged and Connected Community: Participation & Belonging	Completed. IDEC plans to attend Arbor Day, National Night Out, and Multicultural Fest annually. Additional events attended are the Library Community Resource Fair and Chicago Rides FAR events.
IDEC	Initiate contact with local faith-based organizations and neighborhood associations to connect new residents with welcoming information and services available in Warrenville	4/30/2026	ADM	SP - Engaged and Connected Community: Participation & Belonging	Completed. IDEC members contacted local faith-based organizations in Oct. and invited them to provide material for new resident welcome packets.
IDEC	Increase participation in boards and commissions by residents of different cultures and backgrounds (active marketing campaign FY2026 IDEC with benchmarks to measure success)	4/30/2026	ADM	SP - Engaged and Connected Community: Participation & Belonging	The Warrenville Smiles initiative will be used to promote IDEC and increase resident awareness and participation in City Commissions. Benchmarks include social media metrics, community partner participation and total materials distributed.
TAC	Evaluate the overall grant program, for possible revisions to how grants are awarded (i.e. the breakdowns by category) as well as stronger emphasis on grants that foster additional hotel stays". And whether the annually funded events would occur without the TAC Grant funding (Summer Daze, AoTP, etc.)	4/30/2026	FIN	SP-Engaged and Connected Community: Spaces for Community Engagement	In progress with FY 2027 application cycle
TAC	Encourage grant funding for events in areas of the community not-contiguous to the Civic Center or Cerny park areas of the community	4/30/2026	FIN	SP-Engaged and Connected Community: Spaces for Community Engagement	In progress with FY 2027 application cycle
EAC	Collaborate with the Staff Liaison to develop a communication strategy (e.g., combination of web information, In-Person event attendance, literature) targeted to new residents about local environmental programs and initiatives (coal tar ban, how to prevent/treat weeds without chemicals, proper tree maintenance, recycling options, adding solar panels to my property, reducing use of plastic, maximizing use of rain barrels, easy composting on a budget, etc).	4/30/2026	CD	SP-Quality City Services: Sustainability	Likely to continue into FY27
BPAC	Consider community events they can attend with Police Department staff to coordinate safety efforts for bicyclists, pedestrians, and motorists. Including: o Develop education and encouragement outreach methods that target families, women, seniors, low-income, and non-English speaking communities. o Develop social media content, especially during the warmer months of safe bicycle and pedestrian rules.	4/30/2026	PW	SP-Safe and Healthy Neighborhoods: Proactive Education	Completed

**LEGEND FOR STAFF RANKING/PRIORITIZATION OF WORK PLAN ELEMENTS**

**Tier One** – These are the highest priority initiatives that staff feels must be advanced. In many cases, these are ongoing or time sensitive initiatives that cannot be delayed without significant detrimental, costly, and/or long term negative

**Tier Two** – These are important initiatives staff feels should be advanced but may be delayed pending completion of Tier One initiatives. Staff expects to accomplish/advance these priorities with existing and budgeted resources. Delaying

**Tier Three** – These are desirable and valuable initiatives, but not items the Departments expects to advance to any significant degree with existing or budgeted resources in the upcoming fiscal year. It is unlikely that the City will experience

**Commission Strategic Plan Initiatives** – These are desirable and valuable Strategic Plan initiatives that rely on volunteer commissions to lead and complete the work, with support and guidance from the Staff and Council Liaisons. Progress on

Italic font = Initiative or project for which a new FY 2026 Decision Package has been submitted.

**OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2026 WORK PLAN**

- 1 Proposed FY 2026 Work Plan does not account for impact of staff turnover.
- 2 Does not account for emergencies or unexpected issues that may take priority throughout the year.
- 3 Does not include normal everyday tasks.

## CITY OF WARRENVILLE

# MEMO

To: Full-time City of Warrenville Employees  
 From: Juan Ortiz, HR Generalist *JO*  
 Subject: MEDICAL INSURANCE PREMIUMS EFF JANUARY 1, 2026  
 Date: November 19, 2025

**Annual Open Enrollment for January 1, 2026, runs November 10, 2025, through November 23, 2025.**

2026 Benefits Update:

- **Health Coverage:** The plan structure will remain the same for calendar year 2026. However, HMO rates will increase by 8.3% and PPO rates will increase by 16.1%.
- **Dental Coverage:** The plan structure and rates will remain the same through June 30, 2027.
- **Vision Coverage:** The plan structure and rates will remain the same through June 30, 2028.

**Health Coverage Rates:**

City pays 95% of the monthly premium and employee pays 5%.

Medical Plan Monthly Rate and Tiers	01/01/2025 – 12/31/2025 (Employee Cost)	01/01/2025 – 12/31/2025 (City Cost)	01/01/2026 – 12/31/2026 (Employee Cost)	01/01/2026 – 12/31/2026 (City Cost)
<b>BCBS Blue Advantage HMO</b>				
Employee Only	\$29.07	\$552.40	\$31.49	\$598.24
Employee & Spouse	\$60.29	\$1,145.42	\$65.29	\$1,240.49
Employee & Child(ren)	\$57.43	\$1,091.11	\$62.19	\$1,181.68
Family	\$88.64	\$1,684.14	\$96.00	\$1,823.92
<b>BCBS Blue Choice Options PPO</b>				
Employee Only	\$34.30	\$651.61	\$39.82	\$756.52
Employee & Spouse	\$71.12	\$1,351.19	\$82.57	\$1,568.73
Employee & Child(ren)	\$67.74	\$1,287.14	\$78.65	\$1,494.37
Family	\$104.56	\$1,986.71	\$121.40	\$2,306.56

**Dental Coverage Rates:**

Employees pay 100% of the monthly premium.

<b>Delta Dental Rate and Tier</b>	<b>07/01/2025 – 06/30/2027</b>
Employee Only	\$43.75
Employee + Spouse	\$87.50
Employee + Child(ren)	\$110.18
Family	\$150.93

**Vision Coverage Rates:**

Employees pay 100% of the monthly premium.

<b>VSP Vision Rate and Tier</b>	<b>07/01/2024 – 6/30/2028</b>
Employee Only	\$ 4.32
Employee + Spouse	\$ 8.03
Employee + Child(ren)	\$ 8.58
Family	\$13.71

Understanding This Year’s Health Care Increase:

Health insurance costs continue to rise nationwide, and plan rates are reflecting those pressures. A few key factors are driving the changes:

- **Higher Medical Claims:** Both the PPO and HMO plans have experienced higher than normal claims over the last few years. Medical expenses paid exceeded premiums collected.
- **Prescription Drug Costs:** Prescription drug spending is the fastest-growing part of health plan costs. Drug manufacturers have raised prices on many existing medications, and shortages of some drugs have also pushed costs higher. Additionally, GLP-1 and specialty medications used for weight loss have significantly increased over the last two years contributing to the rise in prescription drug spending.
- **Broader Cost Increases:** Prices for hospital care, doctor visits, and medical procedures are rising faster than general inflation.

While the January 1, 2026, renewal is significantly higher than Warrenville has experienced in the past, higher medical claims, prescription drug costs and market trends are driving increases. According to healthsystemtracker.org, Affordable Care Act (ACA) marketplace insurers nationwide are proposing median premium increases of about 18% in 2026. Illinois marketplace insurers have requested rate changes between 4.7% to 38.6% in 2026. The Intergovernmental Personnel Benefit Cooperative (IPBC), of which the City is a member, just announced that preliminary renewals for 2027 are ranging between 13.5% to 21.6%. Staff will continue to monitor and evaluate trends with the IPBC to maintain comprehensive coverage while managing rising costs.

For historical purposes, the chart summary on the next page reflects the past 10 years of medical premium rate increases and decreases. Please feel free to contact me with any questions at (630) 836-3025 or [jortiz@warrenville.il.us](mailto:jortiz@warrenville.il.us).

	Percent Change in Employee Insurance Costs			
	Medical (PPO)	Medical (HMO)	Dental	Vision
<b>2017</b>	1.00%	5.00%	0.00%	2.94%
<b>2018</b>	4.80%	1.50%	2.47%	0.00%
<b>2019</b>	-1.40%	-0.10%	0.00%	0.00%
<b>2020</b>	2.20%	1.10%	4.74%	0.00%
<b>2021*</b>	5.00%	5.00%	-33.21%	0.00%
<b>2022**</b>	5.70%	-5.90%	-5.00%	-4.00%
<b>2023</b>	1.90%	-3.80%	6.00%	0.00%
<b>2024***</b>	0.50%	7.80%	15.00%	0.00%
<b>2025</b>	-0.30%	3.40%	6.00%	0.00%
<b>2026</b>	16.10%	8.30%	4.00%	0.00%

*\* City joined IPBC dental plan in 2021 that offered enhanced benefits and a significant cost reduction.*

*\*\* Vision and dental rates were reduced in 2022 due to lower IPBC administrative fees, not because of a decrease in plan costs.*

*\*\*\*Dental increase due to new IPBC dental contract.*

**CITY OF WARRENVILLE  
FISCAL YEAR 2027  
CITY COUNCIL  
BUDGET CONSIDERATION REQUEST**

**F4**

**Subject of Request:** Sidewalk Plan

**Submitted by:** Andy Johnson

**Check One:**  Cost Reduction  New Project  Service Changes  Other

**DETAILS**

1. **Provide SPECIFIC Details on the Basics of this Budget Request Action:**  
Our sidewalk plan, unless I'm missing something, hasn't been updated since 2015. I feel it should be reevaluated in light of current conditions and concrete (or asphalt) plans developed to make headway on creating walkways/sidewalks in currently un or underserved neighborhoods.
  
2. **Describe the ANTICIPATED GOAL of this Budget Request Action:**  
Improved accessibility to all areas of town. Improved recreational and fitness opportunities to get residents out and connected.
  
3. **Identify the Relationship to the Strategic Plan and/or other Adopted City Council Plans:**  
This directly relates to Strategic Plan element #5 Safe & Healthy Neighborhoods-Warrenville ensures a safe and healthy community by providing public safety services, educational opportunities, and unbiased policies for residents, businesses, and visitors.
  
4. **Describe the First Year (FY 2027) On-Going Annual Costs Associated with this Budget Request Including staff time:**  
*Please Contact Staff for Assistance with Cost Estimates*  
Unknown but staff and volunteer time to evaluate the plan should be anticipated.
  
5. **Have You Conducted Any Research on this Issue?** (Circle One) **Yes** **No**  
  
If Yes, Please provide staff with any documentation you may have.  
See the 2015 plan and update it.

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN  
OCTOBER 20, 2025**



# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Public Works Director Kuchler *PK*  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
ANNUAL BUDGET AMOUNT DEDICATED TO CLIMATE  
ACTION PLAN APPROVED IN 2016  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberations of the Elected Official Budget Request for Annual Budget Amount dedicated to Climate Action Plan approved in 2016.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

There are no strategic plan items dedicated to the Climate Action Plan, though it is important to note that staff regularly considers green infrastructure such as rain gardens, native plantings, permeable paving, and bioswales during City projects and when evaluating development proposals. Examples include permeable pavers for the public parking along both sides of Warren Avenue in front of the Police Department and Park District, permeable pavers in the public parking in the Everton Subdivision, rain gardens on Second Street by Leone Schmidt Heritage Park, native plantings as part of the Trailhead project, Old Town Redevelopment Site (OTRS) #2, and various developments such as Everton, Lexington Trace, and Herrick Woods.

### **Is the request a one-year, multi-year project, or an ongoing program?**

This would be an on-going program based on the request for an annual budget allocation.

### **What is the estimated staff time to support this request?**

Staff needs more information about the intended locations for these improvements to develop better estimates of staff time. Most property the City owns is public right-of-way. Generally, developing specific projects to spend \$15,000 to \$20,000 annually outside of other City projects will take staff time to hire and manage a consultant to develop plans and bid documents, and to oversee a contractor installing the green infrastructure.

### **Staff evaluation of upfront and ongoing annual costs?**

The request is to spend \$15,000 to \$20,000 per year on green infrastructure. Staff obtained high level estimated costs from two City environmental consultants. The requested funding would cover consulting and installation costs for approximately 0.75 to 1.00 acres of seeding of mesic prairie or wet mesic prairie plants.

Elected Official Budget Request – Climate Action Plan Budget  
November 19, 2025  
Page 2 of 2

In addition to the requested funding, it is important to remember that ongoing maintenance for each 0.75 to 1.00 acres of planting will cost an estimated \$3,750 to \$5,000 per year.

**CITY OF WARRENVILLE**  
**FISCAL YEAR 2027**  
**CITY COUNCIL**  
**BUDGET CONSIDERATION REQUEST**

Subject of Request: Speed Cameras

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Submitted by: Andy Johnson

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Check One:  Cost Reduction  New Project  Service Changes  Other

**DETAILS**

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1. **Provide SPECIFIC Details on the Basics of this Budget Request Action:**  
In light of the recent increase in resident complaints about speeding, I recommend purchase of speed cameras and implementation of a program similar to what Schaumburg has recently implemented.
  
2. **Describe the ANTICIPATED GOAL of this Budget Request Action:**  
Reduced speeding, increased neighborhood safety, improved resident perception of City services and policing. Options exist for fixed location cameras and portable. I'd suggest mobile units. At present we are not able to ticket via such a system, but evidence suggests the warnignsmake an impact.
  
3. **Identify the Relationship to the Strategic Plan and/or other Adopted City Council Plans:**  
This directly relates to Strategic Plan element #5 Safe & Healthy Neighborhoods-Warrenville ensures a safe and healthy community by providing public safety services, educational opportunities, and unbiased policies for residents, businesses, and visitors.
  
4. **Describe the First Year (FY 2027) On-Going Annual Costs Associated with this Budget Request Including staff time:**  
*Please Contact Staff for Assistance with Cost Estimates*  
Cursory research suggests costs starting at \$5,000 for equipment and yearly servive fees. Awaiting response from Schaumburg regarding their cost specifics. Per Schaumburg Village Manager - DACRA, the vendor, is estimating \$1,250-\$2,000 per month per camera. The price is dependent on how many citations they generate.
  
5. **Have You Conducted Any Research on this Issue?** (Circle One) **Yes** **No**  
  
If Yes, Please provide staff with any documentation you may have.  
Staff should look at dacratech.com trafficlogix.com, jenoptik.us, verramobility.com

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN**  
**OCTOBER 20, 2025**



# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Sam Bonilla, Chief of Police  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
SPEED CAMERAS  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberations of the Elected Official Budget Request for the implementation and use of Speed Cameras.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

Currently, there is an FY 2026 initiative for a traffic study to evaluate and standardize speed limits on City streets. Additionally, there was an FY 2025 initiative to establish a policy document that addresses how the City will evaluate complaints of speeding, traffic issues, requests for changes to speed limit, and/or requests to add signs on City roads, including the use of tools like speed sensors, trailers, etc.

City Council previously passed Resolution R2025-50, approving a contract with traffic engineering consultant Kimley-Horn and Associates, for the preparation of a speed study related to appropriate speed limits in certain residential areas and traffic calming toolkit that will assist the City in evaluating speed limits on City streets in the future. The traffic calming toolkit will provide a process to evaluate and determine which of the various traffic calming tools the City should utilize in a given situation. Data collection for the traffic study and development of the toolkit are underway.

There are also FY 2027 initiatives to develop an implementation plan for changes resulting from Citywide speed limit evaluation, and to implement City Council approved speed limits changes.

### **Is the request a one-year, multi-year project or ongoing program?**

The implementation and use of speed cameras within the City of Warrenville would be an ongoing program. This would include a monthly fee per camera and additional manpower hours to review violations prior to warning notices being mailed to violators. Currently, Illinois State Law restricts a municipality's use of an "automated traffic law enforcement system to provide recorded images of a motor vehicle for the purpose of recording its speed." (625 ILCS 5/11-208.6). However, there is an exception if the camera is utilized in a "safety zone," which includes a school or a park. (625 ILCS 5/11-208.8). Additionally, state law does not allow for citations to be issued when a violation

is recorded by an “Automated Traffic Law Enforcement System.” Therefore, only written warnings may be issued for violations of speed. Therefore, the speed cameras would only be used for informational warning notices of speeding, not enforcement.

**What is the estimated staff time to support this request?**

The estimated staff time to support this request would depend on the results of the traffic study and establishment of procedures to evaluate citizens’ speeding complaints. This is currently estimated at approximately 100 hours. Staff time would then be determined by the number of speed cameras requested. Moreover, once the system is operational, it is not fully automated: (1) the camera captures the violation, (2) the violators license plate is processed through the software system (Dacra), (3) Dacra creates an output of all the violators from a given time period, (4) a supervisor reviews all of the violations for validity, and (5) the supervisor authorizes Dacra to mail the verified warning notice. This process takes approximately one hour per day, per camera. Any additional follow-up to the notices will create additional staff time.

Staff needs some additional information on the number of cameras and the intended follow-up to better estimate the staff time involved.

**Staff evaluation of upfront and ongoing annual costs?**

After speaking with a Dacra representative, the approximate cost for this request would be \$3,000 per month, per camera. The number of warnings per month that would be mailed would also add some costs for supplies and postage.

Staff needs some additional information on the number of cameras and the intended follow-up to better estimate the ongoing annual costs.

**CITY OF WARRENVILLE**  
**FISCAL YEAR 2027**  
**CITY COUNCIL**  
**BUDGET CONSIDERATION REQUEST**

Subject of Request: Traffic Calming

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Submitted by: Andy Johnson

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Check One:  Cost Reduction  New Project  Service Changes  Other

**DETAILS**

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1. **Provide SPECIFIC Details on the Basics of this Budget Request Action:**  
In light of the recent increase in resident complaints about speeding, I recommend staff look into creative portable traffic calming devices that could be deployed periodically around the City.
  
2. **Describe the ANTICIPATED GOAL of this Budget Request Action:**  
Reduced speeding, increased neighborhood safety, improved resident perception of City services and policing.
  
3. **Identify the Relationship to the Strategic Plan and/or other Adopted City Council Plans:**  
This directly relates to Strategic Plan element #5 Safe & Healthy Neighborhoods-Warrenville ensures a safe and healthy community by providing public safety services, educational opportunities, and unbiased policies for residents, businesses, and visitors.
  
4. **Describe the First Year (FY 2027) On-Going Annual Costs Associated with this Budget Request Including staff time:**  
*Please Contact Staff for Assistance with Cost Estimates*  
Cursory research suggests costs starting at \$1,000 for portable rubber speed tables/cushions/humps. I'd leave it to our professionals to identify the best solution for us, but believe some use of these devices is warranted.
  
5. **Have You Conducted Any Research on this Issue?** (Circle One) **Yes** **No**  
  
If Yes, Please provide staff with any documentation you may have.  
Staff should look at trafficlogix.com, tapconet.com and discuss with outside resources they undoubtedly are familiar with.

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN**  
**OCTOBER 20, 2025**



# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Public Works Director Kuchler *PK*  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
TRAFFIC CALMING  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberations of the Elected Official Budget Request for Traffic Calming.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

There is an FY 2026 initiative for a traffic study to evaluate and standardize speed limits on City streets.

There was an FY 2025 initiative to establish a policy document that addresses how the City will evaluate complaints of speeding, traffic issues, requests for changes to speed limit, or requests to add signs on City roads, including the use of tools like speed sensors, trailers, etc.

City Council previously passed Resolution R2025-50, approving a contract with traffic engineering consultant Kimley-Horn and Associates, for the preparation of a speed study related to appropriate speed limits in certain residential areas and traffic calming toolkit that will assist the City in evaluating speed limits on City streets in the future. The traffic calming toolkit will provide a process to evaluate and determine which of the various traffic calming tools the City should utilize in a given situation. Data collection for the traffic study and development of the toolkit are underway.

There are also FY 2027 initiatives to develop an implementation plan for changes resulting from Citywide speed limit evaluation, and to implement City Council approved speed limits changes.

### **Is the request a one-year, multi-year project, or an ongoing program?**

The traffic study and traffic calming toolkit will be completed in FY 2026, including a presentation at a Committee of the Whole meeting with recommendations for City Council consideration. The traffic calming toolkit will be available for staff use on an ongoing basis.

### **What is the estimated staff time to support this request?**

The current Police and Public Works Department staff effort for the contract with Kimley-Horn is estimated to be 100 hours. If any speed limits are adjusted as a result of the study, staff will need to work with the City Attorney to update the City Code, which would not be an extra cost, as it is covered under the City Attorney's retainer. Staff would need to produce and install updated speed

limit signs for any changes. The staff effort and cost of these replacements will depend on the number of signs involved.

Staff effort to evaluate requests in the future will depend on the number of requests received by staff and the complexity of each situation.

**Staff evaluation of upfront and ongoing annual costs?**

The \$80,000 contract with Kimley-Horn is to perform the traffic study and develop the traffic calming toolkit. If any speed limits are adjusted as a result of the study, the City would bear the costs of new speed limit signs. The actual cost will depend on the number of signs.

Depending on the results of an individual resident request, the solution could involve traffic enforcement by the Police Department or the implementation of a variety of tools to calm traffic. Each tool has a different cost and level of effort to implement.

**CITY OF WARRENVILLE  
FISCAL YEAR 2025  
CITY COUNCIL/ELECTED OFFICIAL  
BUDGET CONSIDERATION REQUEST**

**Subject of Request:** Ferry Creek Stream Revitalization in Warrenville

**Submitted By:** Bill Weidner and Craig Kruckenberg

**Check One:**      **Cost Reduction**      **New Project**        **Service Changes**      **Other**

**DETAILS**

**1. Provide Specific Details in the Basics of this Budget Consideration Request Action:**

Illinois EPA's Section 319(h) Nonpoint Source Pollution Control Financial Assistance Program (a.k.a. Section 319(h) Grant Program) is designed to provide grant funds for projects that prevent, eliminate, or reduce water quality impairments caused by nonpoint source pollution.

The Green Infrastructure Grant Opportunities (GIGO) Program funds projects to construct green infrastructure best management practices (BMPs) that prevent, eliminate, or reduce water quality impairments by decreasing stormwater runoff into Illinois' rivers, streams, and lakes.

The project will include planting of native plants and minor regrading to improve water quality, contribute to flood reduction and enhance wildlife habitat in keeping with the conservation values of the property.

**2. Describe the ANTICIPATED GOAL of this Budget Consideration Request Action:**

- To protect and improve the water quality, ecological health, aquatic habitat, aesthetic value, and other benefits of Ferry Creek for the watershed stakeholders.
- To engage Warrenville residents, educational institutions, and private enterprises with a common goal to improve and protect Ferry Creek.
- To observe measurable progress in the improvement of Ferry Creek over time.
- To convert the aquatic life use from non-support into full support per the Illinois EPA evaluation criteria.
- To achieve the Pollutant Load Reduction Targets for Ferry Creek.
- To identify and implement improvements to allow Ferry Creek to be converted from a degraded system to a community asset within the watershed
- To educate residents, school children, and other stakeholders to get a vision for how the protection of Ferry Creek can benefit the community.

**3. Identify the Relationship to Adopted Plans and/or City Council Priorities:**

The most recent community survey elicited above the national average (90%) support for Warrenville's natural environment.

**STRATEGIC ECONOMIC DEVELOPMENT PLAN:**

**GOAL 3: Open Space and Environment**

Strategically preserve and protect the high quality natural features, diversified natural ecosystems, and path and trail networks that contribute significantly to the City's charm, attractiveness, character, and setting.

**GOAL 4: City Infrastructure**

Repair, maintain, replace, and strategically upgrade and expand the City's physical infrastructure assets in a well-planned, coordinated, and timely manner that is fiscally responsible, enhances public safety, supports increased private property values and enhances quality of life for residents.

**Council Vision and Values Statements**

Preserve and promote a clean, healthy, sustainable environment and natural open spaces  
Strive to continuously improve city services and local infrastructure  
Operate in a fiscally responsible manner

**The City of Warrenville values Inclusion, Diversity and Equity.** Improve residents' quality of life so that everyone can experience the health, climate and economic benefits of Ferry Creek.

**4. Describe the On-Going Costs Associated with this Budget Consideration Request**

**Action:**

*Please Contact Staff for Assistance with Cost Estimates.*

Budget approximately \$5000 to 10,000 during fiscal year 2025 to hire a consultant who will conduct scientific research and compile stream data reports to complete application on behalf of the City of Warrenville for an EPA sponsored Section 319(h) Nonpoint Source Pollution Control Financial Assistance Program (a.k.a. Section 319(h) Grant Program).

**5. Have You Conducted Research on this Issue? (Circle One) YES X NO**

*if Yes, Please provide staff with any documentation you may have.*

Warrenville Lakes and Edgebrook Homeowners Associations current Presidents have been made aware of this potential grant opportunity and vocalized strong support for the program. The Village of Winfield recently utilized this grant to; enhance vegetative swales, restore stream bank with native plants and install acres of riparian native buffer to stabilize the site for water quality improvements along Winfield Creek. The City of Wheaton, Wheaton Park District, Forest Preserve District of DuPage County and, Wheaton Sanitary District recently received similar grant funds to protect and enhance an approximate two-mile length of Springbrook Creek.

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN  
NOVEMBER 1, 2023**

# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Kristine Hocking,<sup>KH</sup> Assistant Community Development Director  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
FERRY CREEK STUDY  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberations of the Elected Official Budget Request for a Ferry Creek Stream Revitalization in Warrenville.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

No, but it is on the Community Development FY 2026 work plan to engage with DuPage County on this project. The County Stormwater Management is aware of the concerns and have committed to including this in a future project plan once funding is identified.

### **Is the request a one-year, multi-year project, or an ongoing program?**

This would be a multi-year project. The first step is to prepare a watershed plan that identifies impairments of the stream, potential projects, project costs, and funding sources. The second step would be to apply for grant funding. The third step would be to develop bid documents and the final step is to construct the project.

County staff has met with City staff regarding the request, and acknowledges the concerns. The County is currently performing a water quality-based watershed study for the Upper West Branch DuPage River. Unfortunately, Ferry Creek watershed was not included in this study. The County applied for IEPA 319b grant funding to study Ferry Creek and the Lower West Branch DuPage River. If they are awarded the grant, the study would begin in 2026. Once the study is completed, the City (with assistance from the County and HOAs) could then apply for grant funding to construct the project.

### **What is the estimated staff time to support this request?**

If the City takes on this project, there will be significant staff time to hire and work with a consultant to develop a grant application for the study, a grant application for the construction project, plans and bid documents, and to oversee a contractor installing the project. Staff does not have the expertise to manage the work in-house. The estimated staff time for the first phase (oversee consultant preparing study and grant application) is 40 hours. Future grant applications and coordination with consultants and contractors for construction are estimated to be an additional 100+ hours in future years. Staff would also need to coordinate with private property owners, which can be time consuming.

**Staff evaluation of upfront and ongoing annual costs?**

This request is to spend \$5,000 to \$10,000 to hire a consultant to perform research and compile stream data reports to complete an application. Staff estimates that a more thorough report (as detailed above) will be necessary and will cost \$30,000 based upon input from a consultant that has performed similar studies. Construction of streambank stabilization projects involving a combination of structural and natural solutions are typically about \$1,500/lineal foot of stream. The approximate length of stream between Lakeview Drive in Summerlakes and Route 56 / Butterfield Road is 4,800 lineal feet, for an approximate construction cost of \$7,200,000.

This is a conservative estimate with an assumption that construction won't occur for a few years, and that tall retaining walls may be required adjacent to Edgebrook that will add construction and maintenance costs over time. It is important to note that the City would pay 100% of the costs for the upfront watershed plan, grant application, and development of bid documents, which is estimated to cost \$390,000. Additionally, the IEPA 319b grant funds 60% of construction and construction oversight, which means the City would be responsible for the remaining 40% of those costs, which would be \$3,024,000. The City's total estimated costs for all of this work are \$3,414,000.

Continued work with DuPage County to support the County's efforts performing a watershed study of Ferry Creek and assisting the County on grant applications to construct the project can achieve the same result with significantly less City resources required.

**CITY OF WARRENVILLE**  
**FISCAL YEAR 2027**  
**CITY COUNCIL**  
**BUDGET CONSIDERATION REQUEST**

Subject of Request: **PLAN COMMISSION MEETING RECORDING AND PUBLICATION INITIATIVE**

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Submitted by: **Alderman John Lockett**

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Check One:  Cost Reduction  New Project  Service Changes  Other

***DETAILS***

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**1. Provide SPECIFIC Details on the Basics of this Budget Request Action:**

This request proposes implementing video or audio recording of all Plan Commission meetings (ZBA), with recordings to be uploaded to the City's official YouTube channel, consistent with current practices for City Council meetings. If video recording is selected, an onsite staff member or contractor would be required to monitor and operate the camera system. Audio-only recording could be handled internally by existing staff who would start the recording and upload files after each meeting.

**2. Describe the ANTICIPATED GOAL of this Budget Request Action:**

Enhances transparency, accessibility, and public engagement by providing residents with convenient access to Plan Commission and Zoning Board of Appeals proceedings. This initiative also gives elected officials the opportunity to review these meetings to better understand the tone and perspectives of residents regarding proposed developments and projects. Being able to hear discussions directly — rather than only reading meeting minutes — provides valuable context and insight into resident sentiment, which supports more informed and responsive decision-making by the City Council.

**3. Identify the Relationship to the Strategic Plan and/or other Adopted City Council Plans:**

This initiative aligns with the City's open-government objectives and ensures consistency with the recording and publication standards already in place for City Council meetings.

**4. Describe the First Year (FY 2027) On-Going Annual Costs Associated with this Budget Request Including staff time:**

*Please Contact Staff for Assistance with Cost Estimates*

Based on an estimated 20 Plan Commission/Zoning Board of Appeals meetings per year, each averaging 2 hours, this proposal represents approximately 40 additional hours annually for monitoring and recording.

Video Recording: \$2,500 annually — includes staff/contractor time at the same rate currently paid for City Council and Committee of the Whole meeting coverage, plus minor equipment or maintenance expenses.

Audio-Only Recording: Minimal cost (staff time only) — staff would initiate and upload recordings using existing equipment and YouTube procedures.

**5. Have You Conducted Any Research on this Issue? (Circle One) **No****

If Yes, Please provide staff with any documentation you may have.

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN OCTOBER 20, 2025**



# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Jack Maszka, Community Planner *jm*  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
RECORDING PLAN COMMISSION AND ZONING BOARD  
OF APPEALS MEETINGS  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberation of the Elected Official Budget Request for recording, live streaming, or publishing video of Plan Commission and Zoning Board of Appeals (PC/ZBA) meeting. Currently, a meeting transcript and summary meeting minutes are generated using artificial intelligence. A preliminary review of Comparable Communities found that video live streaming or recording is not a standard practice.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

No. There are no Strategic Plan Action Items related to recording, live streaming, or publishing video of PC/ZBA meetings.

### **Is the request a one-year, multi-year project, or an ongoing program?**

This would be an ongoing program tied to PC/ZBA's regular meeting schedule, currently twice per month.

### **What is the estimated staff time to support this request?**

Recording, live streaming, or publishing video of PC/ZBA meetings will require additional staffing at each bi-monthly PC/ZBA meeting. While each meeting varies in length, staff believes this will average two hours of labor by one employee per meeting. Assuming all 24 scheduled meetings are held, this equates to approximately 48 hours of additional staff time annually. However, it is possible this may need to be outsourced if a staff person is not available to do this work.

### **Staff evaluation of upfront and ongoing annual costs?**

There are no upfront costs for hardware or software associated with this request. Staff estimates the wage and benefits cost for a video technician, employed by the City, to record, live stream, or publish PC/ZBA meetings at \$1,734.26 annually. Note that there is no staff currently available for this job and past recruitment efforts have not yielded applicants. If the City cannot find a suitable candidate to hire for the video technician position, the estimated annual cost for a consultant to provide similar services is \$7,800. If approved, the City will continue to use YouTube to "live

Elected Official Budget Request – Recording PCZBA Meetings  
November 19, 2025  
Page 2 of 2

stream” and publish videos. This is a free online video sharing platform.

**CITY OF WARRENVILLE**  
**FISCAL YEAR 2027**  
**CITY COUNCIL**  
**BUDGET CONSIDERATION REQUEST**

Subject of Request: Annual Budget Amount dedicated to Climate Action Plan approved in 2016

Submitted by: Alderman Bill Weidner

Check One:  Cost Reduction  New Project  Service Changes  Other

**DETAILS**

**1. Provide SPECIFIC Details on the Basics of this Budget Request Action:**

In 2016 the Environmental Awareness Commission submitted a Climate Action Plan that was approved by the City Council and signed by Mayor Brummel. The plan included mandates to develop green infrastructure like rain gardens, native plantings, permeable paving and bioswales. The Plan outlined benefits from converting turf areas to native plant species (p31-37). These efforts would require less maintenance, reduce emissions and potentially save money while providing habitat for native wildlife especially pollinators. The conservation of native plants and wildlife figure prominently throughout the Climate Action Plan and includes several recommended actions. The City staff and volunteers will identify property that would benefit from naturalization, look for ways to increase biodiversity of parkways and land that is directly managed by the City and evaluate existing policies to identify necessary updates and implement actions that support development of green infrastructure.

**2. Describe the ANTICIPATED GOAL of this Budget Request Action:**

It is anticipated that annual funding approved by the City Council and supported by staff members and volunteers will activate the 2016 Climate Action Plan's unfunded mandate(s). The CAP is a comprehensive plan that authorizes and promotes the City's efforts to beautify areas with native landscapes and take steps to improve the City's ecological efforts increasing biodiversity. The Climate Action Plan includes many other initiatives that include active transportation and clean energy resources.

**3. Identify the Relationship to the Strategic Plan and/or other Adopted City Council Plans:**

The Climate Action Plan is supported by the Strategic Plan. It is supported by the City's logo and "Naturally" branding effort. The Climate Action Plan was approved by the City Council on February 1, 2016. It was signed and approved by Mayor Brummel.

**4. Describe the First Year (FY 2027) On-Going Annual Costs Associated with this Budget Request Including staff time:**

*Please Contact Staff for Assistance with Cost Estimates*

\$15,000-\$20,000 budgeted annually

**PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN**  
5 Have You Conducted Any Research on this Issue? (Circle One) **Yes**  
**OCTOBER 20, 2025**

If Yes, Please provide staff with any documentation you may have.

Similar to special events, public art and fireworks an annual expenditure of \$15000-\$20000 would be funded by Hotel Motel Tax funds.

***PLEASE SUBMIT THIS FORM TO THE FINANCE DIRECTOR NO LATER THAN  
OCTOBER 20, 2025***

# CITY OF WARRENVILLE

## MEMO

To: Mayor, City Council, and City Administrator White  
From: Public Works Director Kuchler *PK*  
Subject: ELECTED OFFICIAL BUDGET REQUEST INFORMATION  
ANNUAL BUDGET AMOUNT DEDICATED TO CLIMATE  
ACTION PLAN APPROVED IN 2016  
Date: November 19, 2025

The purpose of this memorandum is to provide information to assist City Council deliberations of the Elected Official Budget Request for Annual Budget Amount dedicated to Climate Action Plan approved in 2016.

### **Is this request on the list of Strategic Plan Action Items approved by City Council?**

There are no strategic plan items dedicated to the Climate Action Plan, though it is important to note that staff regularly considers green infrastructure such as rain gardens, native plantings, permeable paving, and bioswales during City projects and when evaluating development proposals. Examples include permeable pavers for the public parking along both sides of Warren Avenue in front of the Police Department and Park District, permeable pavers in the public parking in the Everton Subdivision, rain gardens on Second Street by Leone Schmidt Heritage Park, native plantings as part of the Trailhead project, Old Town Redevelopment Site (OTRS) #2, and various developments such as Everton, Lexington Trace, and Herrick Woods.

### **Is the request a one-year, multi-year project, or an ongoing program?**

This would be an on-going program based on the request for an annual budget allocation.

### **What is the estimated staff time to support this request?**

Staff needs more information about the intended locations for these improvements to develop better estimates of staff time. Most property the City owns is public right-of-way. Generally, developing specific projects to spend \$15,000 to \$20,000 annually outside of other City projects will take staff time to hire and manage a consultant to develop plans and bid documents, and to oversee a contractor installing the green infrastructure.

### **Staff evaluation of upfront and ongoing annual costs?**

The request is to spend \$15,000 to \$20,000 per year on green infrastructure. Staff obtained high level estimated costs from two City environmental consultants. The requested funding would cover consulting and installation costs for approximately 0.75 to 1.00 acres of seeding of mesic prairie or wet mesic prairie plants.

Elected Official Budget Request – Climate Action Plan Budget  
November 19, 2025  
Page 2 of 2

In addition to the requested funding, it is important to remember that ongoing maintenance for each 0.75 to 1.00 acres of planting will cost an estimated \$3,750 to \$5,000 per year.

FY 27 Strategic Plan Initiatives

Initiatives	LOE <i>(See key at end of report)</i>	Cost <i>(See key at end of report)</i>	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Establish a physical pop-up market space, including construction, marketing (to local merchants and community), application administration, etc. This may be a phased effort.	**	\$\$\$	Community Development	FY 27	Engaged and Connected Community	Unique Programs and Events	Moved from FY 28 Based on Grant Award in FY 26
Commercial façade and/or interior buildout improvement grant program test case, evaluation, and refinement, including review of potential changes based on any applicable recommendations from IL Route 59 Corridor Plan.	**	\$\$	Community Development	FY 27	Energetic and Healthy Economy	Business Retention and Expansion	Updated to provide opportunity to incorporate IL Route 59 Plan Recommendations
IL Route 59 corridor market-based plan focused on vacant/underutilized property and community-supported development sites, corridor beautification, and strategic implementation actions (JM/AE)	***	\$\$\$	Community Development	FY 27	Energetic and Healthy Economy	Business Retention and Expansion	Updated 11/10/25 Based on 11/10/25 CD Committee Direction. Replaced Cantera Planning Effort.
EAC to Develop and launch an education campaign to promote a greener, more resilient local business environment. Conduct research and share opportunities and benefits of environmentally friendly, cost-efficient solutions to local business challenges (e.g., resource consumption, waste management, energy efficiency, etc.). Identifying county, state and federal grant, rebate and other environmental incentive programs for local businesses to pursue will be a key part of this initiative.	**	\$	Community Development	FY 27	Energetic and Healthy Economy	Business Retention and Expansion	
To support registered Warrenville businesses, evaluate and invest in software (e.g., Sizeup) to provide local businesses access to market information to support data-driven retention, expansion and recruitment.	*	\$	Community Development	FY 27	Energetic and Healthy Economy	Business Retention and Expansion	
Complete Streets Workgroup to meet quarterly to explore potential funding mechanisms for future sidewalk and path projects, and how to prioritize those projects	***	\$	Public Works	FY 27	Energetic and Healthy Economy	Maintain and Diversify Revenues	
Identify city services that could benefit from autism friendly signage and work with Little Friends to develop the signage. (ie. How to pay a water bill, how to apply for a building permit	*	\$	Administration	FY 27	Engaged and Connected Community	Participation and Belonging	
TAC undertakes evaluation of the Aesthetic Art biannual funding	*	\$	Finance	FY 27	Engaged and Connected Community	Spaces for Community Engagement	
TAC to develop an application for the Aesthetic Enhancement Program using the Policy as a guide	**	\$	Finance	FY 27	Engaged and Connected Community	Spaces for Community Engagement	
<del>Evaluate locations, structure design options, site layouts, and program models to establish and promote a pop-up market space in Warrenville. Develop a preliminary site design (with considerations for parking, waste and restroom access), structure design, and budget proposal for review and consideration. Consideration should be given to a phased approach.</del>	**	\$\$	Community Development	FY 27	Engaged and Connected Community	Unique Programs and Events	Moved to FY 26 Based on Grant Funding
Measure participation and costs of current City managed events (i.e. National Night Out, Arbor Day, Bike Rodeo, Public Works Open House, etc).	**	\$	Administration	FY 27	Engaged and Connected Community	Unique Programs and Events	
Expand Keyless Entry and Camera systems to remote City facilities.	**	\$\$	Public Works	FY 27	Quality City Services	Building and Life Safety	

FY 27 Strategic Plan Initiatives

<b>Initiatives</b>	<b>LOE</b> <i>(See key at end of report)</i>	<b>Cost</b> <i>(See key at end of report)</i>	<b>Lead Dept</b>	<b>Start Date</b>	<b>2024 Strategic Plan Key Focus Area</b>	<b>Strategic Priority</b>	<b>Status</b>
Begin implementing upgrades and improvements identified as top priorities in the Facilities and Space Needs study	***	\$\$\$	Public Works	FY 27	Quality City Services	City Infrastructure	
Establish method to track and report on cost of maintenance and repair of infrastructure to improve projections of CMRP and EMRP future costs using EAM	*	\$	Public Works	FY 27	Quality City Services	City Infrastructure	
Conduct a City-wide Technology Audit and Cyber Security Assessment	**	\$\$	Administration	FY 27	Quality City Services	City Infrastructure	
Separate Water and Sewer into distinct Enterprise Funds	*	\$	Finance	FY 27	Quality City Services	Financial Policies	Goal will be to implement separation with FY28 budget implementation
Develop a prioritized list of legacy infrastructure issues (i.e. private streets, sewer only accounts, unincorporated islands, etc) and a schedule to address them	**	\$	Public Works	FY 27	Safe and Healthy Neighborhoods	Legacy Infrastructure	
BPAC to review the Bikeway Implementation plan and provide recommendations to staff on the priority of projects, subject to available funding.	*	\$	Public Works	FY 27	Safe and Healthy Neighborhoods	Proactive Education	
Develop implementation plan for changes resulting from Citywide speed limit evaluation	**	\$	Public Works	FY 27	Safe and Healthy Neighborhoods	Speed Limits	
Implement City Council approved speed limit changes.	**	\$	Public Works	FY 27	Safe and Healthy Neighborhoods	Speed Limits	
Identify recommendations to be implemented; Create a plan to implement recommendations of the employee engagement survey including budgetary impacts	**	\$\$	Administration	FY 27	Supported and Responsive Workforce	Positive Work Culture	
Implement time off benefit changes as needed	**	\$\$	Administration	FY 27	Supported and Responsive Workforce	Salary and Benefits	
Complete Autism Friendly training as identified through goals established by the City and IDEC to maintain Autism Friendly designation	**	\$	Administration	FY 27	Supported and Responsive Workforce	Staff and Elected Official Training	
Coordinate community-wide emergency response simulation	***	\$\$	Police	FY 27	Supported and Responsive Workforce	Staff and Elected Official Training	
Establish a process to ensure community-wide emergency response simulation occurs every 5 years	*	\$	Police	FY 27	Supported and Responsive Workforce	Staff and Elected Official Training	
Identify recommended Elected Official annual or biannual training programs and incorporate resources into the City's budget	*	\$	Administration	FY 27	Supported and Responsive Workforce	Staff and Elected Official Training	

FY 27 Strategic Plan Initiatives

Initiatives	LOE <i>(See key at end of report)</i>	Cost <i>(See key at end of report)</i>	Lead Dept	Start Date	2024 Strategic Plan Key Focus Area	Strategic Priority	Status
Evaluate Microsoft O365 Suite of Services and identify modules that will improve and enhance internal collaboration, communications and workflows.	*	\$	Administration	FY 27	Supported and Responsive Workforce	Staff and Elected Official Training	
Evaluate a High School internship program in collaboration with the CUSD 200 Job Shadow Program	**	\$	Administration	FY 27	Supported and Responsive Workforce	Staffing	
Implement recommendations from current staffing studies	***	\$\$	Administration	FY 27	Supported and Responsive Workforce	Staffing	
Implement findings of the internship program evaluation for Administration and Finance Depts.	**	\$	Administration	FY 27	Supported and Responsive Workforce	Staffing	
<b>KEY</b>							
<b>Level of Expense (LOE)</b>	<b>Cost</b>						
* – Research and Report; 1 staff member or team	\$ = Up to \$24,999						
** – Engage consultant; community outreach with finite scope; Multiple Staff members from a single department	\$\$ = 25K - \$99,999						
*** – Multi-year, Program Launch, Long-term commitment/contract may be required; multiple staff and multiple departments	\$\$\$ = \$100K or more						

## SAMPLE AGENDA

### I. OPENING CEREMONIES (No Changes)

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. (Presentations by 3<sup>rd</sup> parties – auditor, applicants, other taxing districts, etc)

### II. PUBLIC COMMENT (on items on the agenda and items not on the agenda)

### III. OFFICIALS AND STAFF COMMENTS (No Changes)

- A. Mayor
- B. Clerk
- C. Treasurer
- D. Aldermen
- E. Administrator
- F. Attorney

### ~~IV. APPROVAL OF AGENDA~~

~~A. —~~

### ~~V. APPROVAL OF MINUTES~~ (add to consent agenda)

~~A. —~~

### IV. CONSENT AGENDA – OMNIBUS VOTE (No Changes)

- A. Items recommended under Presentations and Discussion Items from previous meeting
- B. Regular budgeted items
- C. List of Bills

### V. REGULAR AGENDA

- A. Items requiring super majority vote
- B. Items that require more immediate action
- C. Items not unanimously recommended by PC/ZBA
- D. Items where a formal, clear vote are recommended for the record (bond issuance, TIF ordinances, etc.)
- E. Items removed from the Consent Agenda

### ~~VIII. UNFINISHED BUSINESS~~

## VI. PRESENTATIONS AND DISCUSSION ITEMS

(e.g. items that would have been on a Committee of the Whole agenda previously)

- A. Presentation by staff on items for discussion (not final action)
- B. Discussion items like purchases, contracts, requests for bids, proposals or quotes, or other items where feedback is needed before proceeding forward

## VII. INFORMATIONAL REPORTS

- A. All receive and file reports (workplan updates, commission minutes, code enforcement activity, etc) – No vote or action needed.

## VIII. CLOSED SESSION (No Changes)

## IX. ADJOURN (No Changes)

## RESOLUTION NO. 2025-

### **A RESOLUTION WAIVING COMPETITIVE BIDDING AND APPROVING THE OPEN-END LEASE OF A 2025 FORD F-350 AND THE PROCUREMENT OF UPFITTING SERVICES AND EQUIPMENT THROUGH THE ENTERPRISE FLEET MANAGEMENT PROGRAM**

WHEREAS, the City is a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, on August 19, 2024, the City Council adopted Resolution R2024-52, approving agreements (“**Agreements**”) with Enterprise Fleet Management, Inc. and Enterprise FM Trust (collectively, “**EFM**”) for participation in the EFM fleet management program (“**Program**”); and

WHEREAS, pursuant to the Agreements and as a participant in the Program, the City may enter into individual schedules for the lease of fleet vehicles and obtain upfitting services, maintenance services, and fleet management services for those vehicles; and

WHEREAS, the City has identified the need to replace a 2004 Ford F-350 used by the Public Works Department with 2025 Ford F-350 (“**Vehicle**”); and

WHEREAS, EFM has submitted quotes for the open-end lease and maintenance of the Vehicle pursuant to the Agreements as part of the Program (“**Lease and Maintenance Cost**”) for a 2025 Ford F-350 for a 60-month term, a monthly lease payment of \$1,142.10, and a total anticipated lease cost of \$68,526.00; and

WHEREAS, the quotes also provide for the upfitting of the Vehicle (“**Upfitting Services**”) to meet the City’s specifications for a total one-time cost of \$6,803.48 (“**Upfitting Cost**”); and

WHEREAS, the City has budgeted sufficient funds for the Lease and Maintenance Cost and Upfitting Cost of the Vehicle during the current fiscal year; and

WHEREAS, the City desires to lease the Vehicle from EFM pursuant to individual lease schedules under the Agreements and procure the Upfitting Services from EFM, subject to sufficient appropriations in future fiscal years; and

WHEREAS, due to fluctuations in market prices and variable availability of certain vehicles due to, among other factors, tariffs, the City desires to authorize the Public Works Director to approve limited changes to the cost of the Vehicle and Upfitting Services and the substitution of the Vehicle with vehicles that meet the City’s needs and are of equivalent in value, functionality, and quality; and

WHEREAS, in accordance with Section 1-8-4.B.6.a.3 of the Warrenville City Code (“**City Code**”), the Mayor and the City Council have determined that it is in the best interest of the City and the public to waive the bidding requirements set forth in the City Code and approve the procurement of the Vehicle and Upfitting Services from EFM in accordance with this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF WARRENVILLE, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Recitals. The recitals listed above are incorporated in this Resolution as if fully set forth in this Resolution.

SECTION 2: Waiver of Competitive Bidding. Pursuant to Section 1-8-4.B.6.a.3 of the City Code and the City's home rule authority, the City Council waives the requirement of competitive bidding for the procurement of the Vehicle and applicable Upfitting Services.

SECTION 2: Approval of Procurement of the Vehicle and Upfitting Services. City Council hereby approves and authorizes the City to procure the Vehicle and Upfitting Services from EFM pursuant to schedules under the Agreements and in accordance with the quote attached to this Resolution as **Exhibit A**, subject to sufficient appropriations in future fiscal years.

SECTION 3: Authorization to Approve Changes in Price or Vehicle Make and Model. In order to allow for the efficient procurement of the vehicle needed by the City, the Public Works Director is hereby authorized, without further approval of the City Council, to approve: (i) limited, unanticipated increases to the cost of the Vehicle in an amount not to exceed five percent of the monthly Lease and Maintenance Cost and five percent of the Upfitting Cost of the Vehicle; and (ii) approve the substitution of the Vehicle with equivalent vehicles that, in the Public Works Director's determination, are of similar value, functionality, and quality and will meet the needs of the City.

SECTION 4: Execution. The City Council hereby authorizes and directs the City Administrator and the City Clerk to execute and seal, on behalf of the City, the lease schedule and any other documentation necessary to lease the Vehicle and procure the Upfitting Services from EFM in accordance with, and to effectuate the intent of, this Resolution.

SECTION 5: Effective Date. This Resolution shall be in full force and effect following its passage and approval by a two-thirds majority in the manner provided by law.

PASSED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

APPROVED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**EXHIBIT A**

**QUOTE**

**Prepared For:** City of Warrenville, Illinois  
Clark, Jamie

**Date** 11/07/2025  
**AE/AM** J01/ABA

**Unit #**

**Year** 2025 **Make** Ford **Model** F-350  
**Series** XL 4x4 SD Regular Cab 8 ft. box 142 in. WB SRW

**Vehicle Order Type** In-Stock **Term** 60 **State** IL **Customer#** 627907

\$ 64,688.25	Capitalized Price of Vehicle <sup>1</sup>
\$ 0.00 *	License and Certain Other Charges <u>0.0000%</u> <b>State</b> <u>IL</u>
\$ 361.00 *	Initial License Fee
\$ 0.00	Registration Fee
\$ 778.00 *	Other: (See Page 2)
\$ 6,803.48 *	Capitalized Price Reduction
\$ 0.00	Gain Applied From Prior Unit
\$ 0.00 *	Security Deposit
\$ 0.00	Taxes

**All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.**

**Order Information**

<b>Driver Name</b>	Vehicle 127
<b>Exterior Color</b>	(0 P) Oxford White
<b>Interior Color</b>	Medium Dark Slate w/HD Vinyl 40/20/40 Split B
<b>Lic. Plate Type</b>	Municipal
<b>GVWR</b>	0

\$ 57,884.77	Total Capitalized Amount (Delivered Price)
\$ 781.44	Depreciation Reserve @ <u>1.3500%</u>
\$ 305.49	Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) <sup>2</sup>

**\$ 1,086.93 Total Monthly Rental Excluding Additional Services**

**Additional Fleet Management**

\$ 0.00	Master Policy Enrollment Fees
\$ 0.00	Commercial Automobile Liability Enrollment
	Liability Limit <u>\$0.00</u>

\$ 0.00 Physical Damage Management

Comp/Coll Deductible 0 / 0

\$ 55.17 Full Maintenance Program<sup>3</sup> Contract Miles 26,500  
Incl: # Brake Sets (1 set = 1 Axle) 0

OverMileage Charge \$ 0.0600 Per Mile

# Tires 0 Loaner Vehicle Not Included

**\$ 55.17 Additional Services SubTotal**

\$ 0.00 Tax 0.0000% **State** IL

**\$ 1,142.10 Total Monthly Rental Including Additional Services**

\$ 10,998.37	Reduced Book Value at <u>60</u> Months
\$ 400.00	Service Charge Due at Lease Termination

Quote based on estimated annual mileage of 5,300  
(Current market and vehicle conditions may also affect value of vehicle)  
(Quote is Subject to Customer's Credit Approval)

**Notes**

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

**ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.**

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a \$500 disposal fee, interest incurred, and loss of value.

**LESSEE** City of Warrenville, Illinois

**BY** \_\_\_\_\_ **TITLE** \_\_\_\_\_ **DATE** \_\_\_\_\_

\* INDICATES ITEMS TO BE BILLED ON DELIVERY.

<sup>1</sup> Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

<sup>2</sup> Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

<sup>3</sup> The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

**Aftermarket Equipment Total**

Description	(B)illed or (C)apped	Price
Tool Box - Weather guard Lo-Side Aluminum toolboxes Regional Truck Equipment quote#87538 (AME Quote: 87538)	C	\$ 0.00
Other - Superior Signal directional LED arrow light mounted on cab guard Regional Truck Equipment quote#87538 (AME Quote: 87538)	C	\$ 0.00
Snow Plow - WESTERN 8-1/2 MVP PLUS SNOW PLOW MODEL UTPP80 Regional Truck Equipment quote#87538 (AME Quote: 87538)	C	\$ 13,606.95
Cab Protector - BackRack cab guard with standard mounting bracket Regional Truck Equipment quote#87538 (AME Quote: 87538)	C	\$ 0.00
<b>Total Aftermarket Equipment Billed</b>		\$ 0.00
<b>Total Aftermarket Equipment Capitalized</b>		\$ 13,606.95
<b>Aftermarket Equipment Total</b>		\$ 13,606.95

**Other Totals**

Description	(B)illed or (C)apped	Price
Initial Administration Fee	B	\$ 60.00
Transport Dealer to AME	B	\$ 717.00
Transport AME to Client	B	\$ 1.00
Courtesy Delivery Fee	B	\$ 0.00
<b>Total Other Charges Billed</b>		\$ 778.00
<b>Total Other Charges Capitalized</b>		\$ 0.00
<b>Other Charges Total</b>		\$ 778.00

**VEHICLE INFORMATION:**

2025 Ford F-350 XL 4x4 SD Regular Cab 8 ft. box 142 in. WB SRW - US

Series ID: F3B

**Pricing Summary:**

	<b>INVOICE</b>	<b>MSRP</b>
Base Vehicle	\$46,925	\$49,395.00
Total Options	\$5,061.30	\$5,135.30
Destination Charge	\$2,095.00	\$2,095.00
<b>Total Price</b>	<b>\$54,081.30</b>	<b>\$56,625.30</b>

**SELECTED COLOR:**

Exterior: Z1-(0 P) Oxford White

Interior: AS-Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat

**SELECTED OPTIONS:**

<b>CODE</b>	<b>DESCRIPTION</b>	<b>INVOICE</b>	<b>MSRP</b>
142WB	142" Wheelbase	STD	STD
153	Front License Plate Bracket	NC	NC
18B	Platform Running Boards	\$291.00	\$320.00
425	50-State Emissions System	STD	STD
44F	Transmission: TorqShift-G 10-Speed Automatic	Included	Included
473	Snow Plow Prep Package	\$228.00	\$250.00
52B	Trailer Brake Controller	\$273.00	\$300.00
53W	5th Wheel/Gooseneck Hitch Prep Package	\$592.00	\$650.00
592	LED Roof Clearance Lights	\$87.00	\$95.00
610A	Order Code 610A	NC	NC
64F	Wheels: 18" Argent Painted Steel	Included	Included
66S	Upfitter Switches (6)	\$210.00	\$230.00
67B	410 Amp Dual Alternators	\$104.00	\$115.00
86M	Dual AGM 68 AH Battery	\$191.00	\$210.00
96V	XL Chrome Package	\$296.00	\$325.00
96VFBP	Chrome Front Bumper	Included	Included
96VFOG	Halogen Fog Lamps	Included	Included
96VHUB	Bright Chrome Hub Covers & Center Ornaments	Included	Included
96VRBP	Chrome Rear Step Bumper	Included	Included
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas	Included	Included
A	HD Vinyl 40/20/40 Split Bench Seat	Included	Included
AS_03	Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat	NC	NC
DLR	Dealer Adjustment	\$-178.00	\$-365.00
EST	5% Estimate	\$2,575.30	\$2,575.30
PAINT	Monotone Paint Application	STD	STD
STDGV	GVWR: 10,900 Lb Payload Package	Included	Included
STDRD	Radio: AM/FM Stereo w/MP3 Player	Included	Included
SYNC4	SYNC 4	Included	Included
TCH	Tires: LT275/65Rx18E BSW A/S	Included	Included
WARANT	Fleet Customer Powertrain Limited Warranty	NC	NC
X3E	Electronic-Locking w/3.73 Axle Ratio	\$392.00	\$430.00
Z1_01	(0 P) Oxford White	NC	NC

## **CONFIGURED FEATURES:**

### Body Exterior Features:

Number Of Doors: 2  
Rear Cargo Door Type: tailgate  
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors with turn signal indicator  
Convex Driver Mirror: convex driver and passenger mirror  
Mirror Type: manual extendable trailer mirrors  
Running Boards: running boards  
Door Handles: black  
Front And Rear Bumpers: chrome front and rear bumpers with body-coloured rub strip  
Rear Step Bumper: rear step bumper  
Front Tow Hooks: 2 front tow hooks  
Front License Plate Bracket: front license plate bracket  
Box Style: regular  
Body Material: aluminum body material  
: class V trairling with harness, hitch, brake controller  
Grille: black grille  
Upfitter Switches: upfitter switches

### Convenience Features:

Air Conditioning: manual air conditioning  
Air Filter: air filter  
Cruise Control: cruise control with steering wheel controls  
Power Windows: power windows with driver and passenger 1-touch down  
Remote Keyless Entry: yes remote keyless entry  
Illuminated Entry: illuminated entry  
Integrated Key Remote: integrated key/remote  
Auto Locking: auto-locking doors  
Steering Wheel: steering wheel with manual tilting, manual telescoping  
Day-Night Rearview Mirror: day-night rearview mirror  
Emergency SOS: SYNC 4 911 Assist emergency communication system  
Front Cupholder: front cupholder  
Overhead Console: full overhead console with storage  
Glove Box: locking glove box  
Dashboard Storage: dashboard storage  
IP Storage: covered bin instrument-panel storage  
Retained Accessory Power: retained accessory power  
Power Accessory Outlet: 2 12V DC power outlets

### Entertainment Features:

radio: AM/FM stereo with seek-scan  
Voice Activated Radio: voice activated radio  
Speed Sensitive Volume: speed-sensitive volume  
Steering Wheel Radio Controls: steering-wheel mounted audio controls  
Speakers: 4 speakers  
Internet Access: FordPass Connect 5G internet access  
1st Row LCD: 2 1st row LCD monitor  
Wireless Connectivity: wireless phone connectivity  
Antenna: fixed antenna

### Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off reflector halogen headlamps  
Front Fog Lights: front fog lights  
Cab Clearance Lights: cab clearance lights  
Cargo Bed Light: cargo bed light  
Front Wipers: variable intermittent wipers  
Tinted Windows: light-tinted windows  
Dome Light: dome light with fade  
Front Reading Lights: front reading lights  
Variable IP Lighting: variable instrument panel lighting

Display Type: digital/analog appearance  
Tachometer: tachometer  
Compass: compass  
Exterior Temp: outside-temperature display  
Low Tire Pressure Warning: tire specific low-tire-pressure warning  
Trip Computer: trip computer  
Trip Odometer: trip odometer  
Oil Pressure Gauge: oil pressure gauge  
Water Temp Gauge: water temp. gauge  
Transmission Oil Temp Gauge: transmission oil temp. gauge  
Engine Hour Meter: engine hour meter  
Clock: digital clock  
Systems Monitor: driver information centre  
Rear Vision Camera: rear vision camera  
Oil Pressure Warning: oil-pressure warning  
Water Temp Warning: water-temp. warning  
Battery Warning: battery warning  
Lights On Warning: lights-on warning  
Key in Ignition Warning: key-in-ignition warning  
Low Fuel Warning: low-fuel warning  
Door Ajar Warning: door-ajar warning  
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes  
Number of ABS Channels: 4 ABS channels  
Brake Assistance: brake assist  
Brake Type: four-wheel disc brakes  
Vented Disc Brakes: front and rear ventilated disc brakes  
Daytime Running Lights: daytime running lights  
Spare Tire Type: full-size spare tire  
Spare Tire Mount: underbody mounted spare tire w/crankdown  
Driver Front Impact Airbag: driver and passenger front-impact airbags  
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags  
Overhead Airbag: Safety Canopy System curtain 1st row overhead airbag  
Height Adjustable Seatbelts: height adjustable front seatbelts  
Side Impact Bars: side-impact bars  
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights  
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks  
Ignition Disable: SecuriLock immobilizer  
Security System: security system Ford Security Package (1-year included with activation)  
Panic Alarm: panic alarm  
Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability stability control with anti-rollover  
Traction Control: ABS and driveline traction control  
Front and Rear Headrests: manual adjustable front head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 3  
Front Bucket Seats: front split-bench 40-20-40 seats  
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments  
Reclining Driver Seat: manual reclining driver and passenger seats  
Driver Lumbar: manual driver and passenger lumbar support  
Driver Fore/Aft: manual driver and passenger fore/aft adjustment  
Front Centre Armrest Storage: front centre armrest with storage  
Leather Upholstery: vinyl front seat upholstery  
Headliner Material: full cloth headliner  
Floor Covering: full vinyl/rubber floor covering  
Shift Knob Trim: urethane shift knob  
Interior Accents: chrome interior accents

Standard Engine:

Engine 405-hp, 6.8-liter V-8 (regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD and PowerShift automatic

## SOLICITATIONS OF DONATIONS TO THE CITY

---

The City recognizes that there are programs, initiatives, and events that cannot be adequately funded or by choice will not be funded through tax dollars alone. The City also recognizes that private and corporate residents often want to support the City and these programs, initiatives, and events through donations of professional services, money, or in-kind items. Under these circumstances, it may be appropriate to accept such donations to the City.

However, due to tax regulations, ethics laws, and fiduciary responsibility, it is important that the City properly accounts for these donations and manages who shall be authorized to solicit for donations. It is also important that donors are issued proper receipts and are not inundated with donation requests throughout the year. Finally, it is vital that the City prevents fraudulent solicitation campaigns and be able to take appropriate action against individuals attempting to falsely represent the City. Therefore, solicitation of donations on behalf of the City will only be authorized with prior formal approval and when performed according to the following guidelines. Elected officials, appointed officials, City volunteers, and City staff are not permitted to solicit any type of donation without meeting these requirements.

1. A written request must be submitted to the City Council. The Council may approve the request with limitations as they see fit.
2. The City will provide a form that must include the following information:
  - a. How the solicitation will be conducted (i.e. phone calls, in-person, event, raffle, program).
  - b. Identify who will be approached (i.e. businesses and/or residents).
  - c. Purpose of the solicitation (i.e. to fund the Bike Rodeo, provide prizes for Arbor Day Celebration, money for a capital project).
  - d. Type of donations being solicited (i.e. services, money, in-kind items).
  - e. Solicitation goal (i.e. total of monetary donations, number of items with expected value).
  - f. Dates, times, duration, and location of solicitation, if applicable.
  - g. Name, address, and contact information of each individual who will be conducting the solicitations.
3. All donations must be tracked and maintained by City staff.
  - a. Monetary donations must be made payable to the City of Warrenville and are to be submitted to the City Finance Department for proper accounting.
  - b. Donations cannot be used to pay for items or services directly (i.e. cannot solicit and receive cash and then directly purchase an item to be used as a prize in an event)
  - c. Item donations will be submitted to the applicable staff liaison or the Assistant City Administrator.
  - d. In-kind services must be reported to the City Finance Department for recording.
4. The City Finance Department will issue the donor a receipt to the donating party for the donation within thirty days.

5. A list of all donations and their values will be kept by the City Finance Department on an annual basis.
6. No individual shall solicit donations of items or services on behalf of the City without having first been issued an appropriate identification badge. The identification badge shall be worn at all times that the individual is engaged in solicitation on behalf of the City and shall be returned to the Director of Finance upon completion of the solicitation event.
7. All records kept by the solicitors must be submitted to the City Finance Department upon completion of the solicitation effort.
8. The City reserves the right to take appropriate legal action in the event that an unauthorized solicitation occurs, which is in violation of this policy.
9. If elected officials or the City Administrator receive requests about making donations to the City, they must inform the Mayor and direct the party making the request to the Assistant City Administrator to follow up.
10. Nothing in this policy shall prohibit the Mayor or his designee from seeking or accepting donations to the City, without prior City Council approval. However, all information about any donations received by the Mayor or his designee will be submitted to the Finance Department for tracking.

## EXHIBIT A

### CHAPTER 8

#### REPOSSESSION AND RELOCATION OF VEHICLES

##### **4-8-1: DEFINITIONS:**

When used in this chapter, the following words and terms will have the meanings set forth below:

**VEHICLE:** Includes automobiles, trucks, trailers, construction and excavation equipment, campers, boats and watercraft on trailers, snowmobiles and all other apparatus on wheels which may either be driven or towed.

**PERSON:** Includes individual persons, corporations, partnerships and all other entities.

**RELOCATOR:** Any person or entity engaged in the business of removing trespassing vehicles from private property by means of towing or otherwise and thereafter relocating and storing such vehicles.

**REPOSSESSOR:** Any person or entity conducting business, or an employee of the business, who, for any type of consideration, engages in the business of, accepts employment, or agrees to provide collateral vehicle recovery.

##### **4-8-2: TOWING PERFORMED PURSUANT TO A POLICE ORDER:**

Nothing contained in this chapter shall be construed to regulate or otherwise affect towing performed by any relocator pursuant to the order of a law enforcement official or agency in accordance with 625 ILCS 5/4-201 – 5/4-204 of the Illinois Vehicle Code or Title 5, Chapter 5 of this Code.

##### **4-8-3: RELOCATORS – UNLAWFUL PRACTICES:**

It shall be unlawful for any relocator to:

- A. Relocate a vehicle if it is parked in a space on private property where it is authorized to be parked.
- B. Relocate a vehicle from private property without express, written authorization from a property owner, lessee, or agent of the owner or lessee.
- C. Relocate a vehicle prior to obtaining a valid permit issued by the city as required by this chapter.
- D. Relocate a vehicle without having a valid operator's license issued by the Illinois Commerce Commission.
- E. Relocate a vehicle from a location that does not include the signage required by this chapter.

- F. Relocate a commercial motor vehicle that requires a commercial driver's license to operate, as required under 625 ILCS 5/6-500 et seq., unless the relocator driver has the appropriate driver's license classification.
- G. Demand, collect, or receive anything of value or compensation in relation to its relocation business from the property owner, lessee, or their agents or from any person, in a manner or amount not in accordance with the terms in the contract entered into with the property owner or lessee or their agent.
- H. Demand, collect, or receive compensation from the vehicle owner, lessee, or their agents greater than the amount posted on the required signage on the private property from which the vehicle was relocated.
- I. Refuse to release the relocated vehicle upon proper payment.
- J. Relocate a vehicle to a location other than the location identified on the required signage.
- K. Not take the relocated vehicle directly to the identified storage location or move the vehicle from one storage location to another.

**4-8-4: RELOCATORS – PREREQUISITES TO OPERATING WITHIN THE CITY:**

- A. Relocators must only employ as a driver or otherwise use the services of people who have been duly licensed by the Illinois Commerce Commission and the Illinois Secretary of State pursuant to the applicable laws, rules, and regulations.
- B. Relocators must operate in conformance with applicable laws, regulations, and rules, including, without limitation, the laws, rules and regulations of the Illinois Commerce Commission.
- C. All vehicles operated by relocators must:
  - 1. pass a safety test as required in 625 ILCS 5/13-101;
  - 2. have the proper identification, equipment, and insurance for that vehicle;
  - 3. carry a copy of 625 ILCS 5/18A of the Illinois Vehicle Code and a copy of this chapter of the City Code, which documents must be made available to any complainant at their request in the event of a dispute regarding vehicle relocation; and
  - 4. carry a copy of the Illinois Commerce Commission operator's license, which license must be presented to any investigator or enforcement officer of the Illinois Commerce Commission upon request.
- D. The relocator must accept cash and major credit cards as forms of payment for release of the vehicle.

**4-8-5: SIGNAGE REQUIRED TO BE POSTED - VEHICLE RELOCATION:**

- A. Generally. It shall be unlawful for an owner or other person in lawful possession or control of private property to remove, or employ a relocator to remove, an unauthorized vehicle from the property unless written notice is provided pursuant to the administrative rules of the Illinois Commerce Commission, including 92 Ill. Admin. Code 1710.51, as such rules

may be amended from time to time. The notice must consist of a sign posted in a conspicuous place in the affected parking area of a size and with the content required by the Illinois Commerce Commission. The sign must state the amount of the towing charges to which the person parking may be subject. The sign must be posted at least 24 hours before any vehicle is relocated from the lot.

- B. Application to residential property. No express notice is required under this chapter for the relocation of vehicles from residential property when a person paying due regard to the circumstances in the surrounding area would observe that the parking area is clearly reserved or intended exclusively for the use or occupation of residents or their vehicles.
- C. Sign specifications:
  - 1. Each sign must contain:
    - a. A warning that unauthorized vehicles will be relocated;
    - b. The full legal name of the relocator as it appears on the relocator's state license, the address and telephone number of the relocator, and the address and telephone number of the location to which the vehicle will be relocated and at which it can be reclaimed (only one location may be listed), if different from the address of the relocator;
    - c. The maximum fee that the relocator will charge the vehicle's owner as a condition of reclaiming the vehicle, and any restrictions on the form of payment which will be accepted by the relocator, provided that no sign may indicate a restriction on the form of acceptable payment that is contrary to section 4-8-4(D);
    - d. The hours during which the owner can reclaim the vehicle and the dates and times when the relocator is closed to the public due to observation of holidays or otherwise. To the extent that a sign does not show limitation on hours or days when the vehicle can be reclaimed, the sign will constitute a representation that the vehicle can be reclaimed at any time or on any day.
  - 2. The sign(s) must be visible and readable from all entrances and exits to the property, both during the day and at night and be free of any natural or man-made interference.

#### **4-8-6: REPOSSESSORS – UNLAWFUL PRACTICES:**

It shall be unlawful for any reposessor to:

- A. Repossess a vehicle prior to obtaining a valid permit issued by the city as required by this chapter.
- B. Repossess vehicle without having a valid license issued by the Illinois Commerce Commission.
- C. Violate any other provision of this chapter or state law, including, without limitation, Illinois Commerce Commission regulation or order, or 22 ILCS 422/1 et. seq.
- D. Repossess a vehicle from private property where such entry or removal constitutes a breach of the peace.
- E. Repossess a vehicle without having provided the notice required pursuant to this chapter.

#### **4-8-7: NOTICE OF REPOSSESSION:**

~~A. To the Person in Possession: At the time of the repossession of any motor or nonmotor vehicle, the person repossessing the vehicle must post a letter in a conspicuous place at the residence of the person from whom the vehicle is being repossessed, if known, and if unknown, at the place the vehicle is located, immediately prior to the repossession stating the information required by subsections 4-8-9.D.1, D.2, D.3, and D.4 of this chapter.~~

~~B. To the City: In addition to the advanced notice provided to the City as part of the application for the permit pursuant to Section 4-8-9 of this Chapter, the Repossessor must, within 24 hours after repossessing a vehicle from a location in the City, notify the City of the repossession.~~

#### **4-8-8: PERMIT; PERMIT FEE REQUIRED:**

No person shall repossess or relocate any motor or nonmotor vehicle within the corporate limits of the city unless they have first obtained a permit from the City and paid the \$15.00 permit fee, plus applicable third-party processing fees.

#### **4-8-9: PERMIT APPLICATION REQUIREMENTS:**

The following information must be provided to the City:

- A. A copy of the valid license issued from the Illinois Commerce Commission.
- B. Valid driver's license.
- C. Entity identification.
- D. If relocating a vehicle:
  - 1. the description of the vehicle to be relocated including the make, year and license plate number, vehicle identification number (VIN), if available;
  - 2. the location from which the vehicle will be removed and the location to which the vehicle will be transported and stored; and
  - 3. the date and time of the relocation.
- E. If repossessing a vehicle:
  - 1. the description of the vehicle to be repossessed, including the make, year and license plate number, vehicle identification number (VIN), if available;
  - 2. the name and address of the person from whom the vehicle is to be repossessed; the name and address of the person holding a lien on the vehicle to be repossessed for whom such repossession is to be performed;
  - 3. a copy of the ~~letter, court order, or other document executed by the lienholder or court and~~ authorizing the repossession; **provided, however, that the private information of the person from whom the vehicle is to be repossessed,**

**including their birthdate, social security number, or amount of the debt may be redacted or otherwise removed from the document;**

- 4. the date of the proposed repossession.
- E. A telephone number at which the relocater or reposessor may be contacted at any time, 24 hours each day.
- F. A telephone number that will be advertised for the purpose of effectuating the release of a relocated vehicle.

**4-8-10: PENALTY:**

Any person violating the provisions of this chapter shall be subject to a fine not less than \$100.00 and not more than \$500.00 for each and every offense.

**AN ORDINANCE AMENDED TITLE 4, CHAPTER 8 OF THE WARRENVILLE CITY CODE  
REGARDING THE REPOSSESSION AND RELOCATION OF VEHICLES**

WHEREAS, the City is a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, Title 4, Chapter 8 of the Warrenville City Code ("**City Code**") regulates the repossession and relocations of vehicles; and

WHEREAS, in order to protect the privacy of the people from whom vehicles are being repossessed, the City desires to amend (i) Section 4-8-7 of the City Code to remove the requirement to post notice prior to repossession; and (ii) Section 4-8-9 of the City Code to clarify that private information may be redacted or removed from the document evidencing authorization to repossess the vehicle ("**Proposed Amendments**"); and

WHEREAS, the Mayor and the City Council have determined that it is in the best interest of the City and the public to approve the Proposed Amendments and amend the City Code in accordance with this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF WARRENVILLE, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Recitals. The recitals listed above are incorporated in this Ordinance as if fully set forth in this Ordinance.

SECTION 2: Notice of Repossession. Section 4-8-7, titled "Notice of Repossession", of Chapter 8, titled "Repossession of Vehicles," of Title 4, titled "Police Regulations," is hereby amended as follows:

**"4-8-7: NOTICE OF REPOSSESSION:**

- A. ~~To the Person in Possession:~~ At the time of the repossession of any motor or nonmotor vehicle, the person repossessing the vehicle must post a letter in a conspicuous place at the residence of the person from whom the vehicle is being repossessed, if known, and if unknown, at the place the vehicle is located, immediately prior to the repossession stating the information required by subsections 4-8-9.D.1, D.2, D.3, and D.4 of this chapter.
- B. ~~To the City.~~ In addition to the advanced notice provided to the City as part of the application for the permit pursuant to Section 4-8-9 of this Chapter, the Reposessor must, within 24 hours after repossessing a vehicle from a location in the City, notify the City of the repossession."

SECTION 3: Permit Application Requirement. Section 4-8-9, titled "Permit Application Requirements", of Chapter 8, titled "Repossession of Vehicles," of Title 4, titled "Police Regulations," is hereby amended as follows:

**“4-8-9: PERMIT APPLICATION REQUIREMENTS:**

The following information must be provided to the City:

- A. A copy of the valid license issued from the Illinois Commerce Commission.
- B. Valid driver's license.
- C. Entity identification.
- D. If relocating a vehicle:
  - 1. the description of the vehicle to be relocated including the make, year and license plate number, vehicle identification number (VIN), if available;
  - 2. the location from which the vehicle will be removed and the location to which the vehicle will be transported and stored; and
  - 3. the date and time of the relocation.
- E. If repossessing a vehicle:
  - 1. the description of the vehicle to be repossessed, including the make, year and license plate number, vehicle identification number (VIN), if available;
  - 2. the name and address of the person from whom the vehicle is to be repossessed; the name and address of the person holding a lien on the vehicle to be repossessed for whom such repossession is to be performed;
  - 3. a copy of the ~~letter, court order, or other document executed by the lienholder or court and authorizing the repossession;~~ **provided, however, that the private information of the person from whom the vehicle is to be repossessed, including their birthdate, social security number, or amount of the debt may be redacted or otherwise removed from the document;**
  - 4. the date of the proposed repossession.
- E. A telephone number at which the relocator or reposessor may be contacted at any time, 24 hours each day.
- F. A telephone number that will be advertised for the purpose of effectuating the release of a relocated vehicle.”

SECTION 4: Effective Date. This Ordinance shall be in full force and effect 10 days after its passage, approval, and publication in the manner provided by law.

*[Signatures and Voting Record on Following Page]*

PASSED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

VOTE: AYES \_\_\_\_ NAYS \_\_\_\_ ABSENT \_\_\_\_ ABSTAIN \_\_\_\_

APPROVED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK



6. This agreement will be effective from January 1, 2026 through June 30, 2026. Notwithstanding any provision contained therein to the contrary, this Agreement may be terminated by either party at any time. CHRISTINE CHARKEWYCZ agrees to give thirty (30) days prior written notice to the CITY OF WARRENVILLE.

7. A statement for services rendered shall be made monthly, and payment by the CITY for such services shall be made by the last day of the month following the rendering of said services.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Christine Charkewycz, Attorney at Law

RESOLUTION NO. 2025-\_\_

**A RESOLUTION APPROVING AN AGREEMENT WITH CHRISTINE CHARKEWYCZ  
FOR THE PROVISION OF LEGAL SERVICES**

WHEREAS, the City proposes to enter into an agreement ("**Agreement**") with Christine Charkewycz ("**City Prosecutor**") for the provision of legal services, including specifically the prosecution of municipal code violation, over a six-month term commencing January 1, 2026 and ending June 30, 2026 (collectively, "**Prosecutorial Services**"); and

WHEREAS, the City Prosecutor has performed the Prosecutorial Services for the City in the past to the City's satisfaction; and

WHEREAS, the Mayor and the City Council find that it is in the best interest of the City and the public to approve and enter into the Agreement with the City Prosecutor;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WARRENVILLE, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Recitals. The recitals set forth above are incorporated into this Section One by this reference as findings of the City Council.

SECTION 2: Approval of Agreement. The Agreement is hereby approved substantially in the form attached to and, by this reference, made a part of this Resolution as **Exhibit A**, and in a final form to be approved by the City Administrator.

SECTION 3: Execution. The City Administrator and the City Clerk are hereby authorized and directed to execute and seal, on behalf of the City, the final Agreement only after receipt by the City Clerk of at least two original copies of the Agreement executed by the City Prosecutor; provided, however, that if such executed copies of the Agreement are not received by the City Clerk within 60 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the Mayor and City Council, be null and void.

SECTION 4: Effective Date. This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

*[Voting Record and Signatures on Following Page]*

PASSED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

AYES: \_\_\_\_ NAYS: \_\_\_\_ ABSENT: \_\_\_\_ ABSTAIN: \_\_\_\_

APPROVED THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**EXHIBIT A**  
**AGREEMENT**

## FY 2026 Administration Department Work Plan

(last revised by A Morgan 11/19/2025)

### INTRODUCTION

The Administration Department consists of five full-time positions responsible for human resources, labor relations, information technology, public information, risk management, communication, utility and cable franchise administration, oversight of operations and services of all city departments, maintenance of official city records, and support of elected and appointed officials. The Work Plan does not provide details on normal and day-to-day activities staff performs. Rather, it identifies those special projects or assignments, in which staff is involved in addition to normal activities.

TIER ONE INITIATIVES					
Item	Project / Program / Activity	Expected Completion Date	Status	Other Departments	City Plan
<b>Ongoing Projects and Initiatives Expected to Continue</b>					
T1-1	Complete a Facilities and Space Needs study, including opportunities to improve building efficiency and reduce negative impacts on the environment. (CA) (ADM 24.01)	4/30/2026	Preferred consultant selected. Building evaluations expected to begin Jan 2026	All	SP - Quality City Services: City Infrastructure
T1-2	Communications to the Public of new software tools. Includes (ERP/EAM/App, etc.) (CC)	4/30/2026	Completed.		SP - Energetic & Health Economy: Engagement with City
T1-3	Implementation of Citizen Engagement App (CC/ACA)	4/30/2026	Completed.	All	SP - Quality City Services: City Infrastructure
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T1-4	Evaluate the City's time-off benefits and recommend changes, if needed (ACA/HRG)	4/30/2026	Survey data evaluation in progress.	All	SP - Supported and Responsive Workforce: Salary & Benefits
T1-5	Update training and development policies and procedures to include executive coaching (ACA/CA)	4/30/2026	Expected to be completed by end of fiscal year.	All	SP - Supported and Responsive Workforce: Staff & Elected Training
T1-6	Issue an employee engagement and benefits survey and identify feasibility of recommendations (HRG/ACA)	4/30/2026	Survey completed. Data review in progress.	All	SP - Supported and Responsive Workforce: Positive Work Culture
T1-7	Review the findings of the staffing studies completed in the last five years and determine what remaining recommendations should be implemented, including budgetary analysis and other impacts (CA)	4/30/2026	In progress.	All	SP - Supported and Responsive Workforce: Staffing
T1-8	Collective Bargaining Negotiations Continued for MAP 213 and 214 (ACA/HRG)	4/30/2026	Union attorney reviewing draft CBA for MAP 214. Ongoing negotiations for MAP 213.	ADM/PD/FIN	SP - Supported and Responsive Workforce: Salary & Benefits
T1-9	Facilitate discussions with the CMRP and long-range financial groups to identify opportunities/concepts to diversify the tax base (CA)	4/30/2026	In progress.	ADM/FIN/PW	SP - Energetic & Health Economy: Economic Trends
T1-10	Engage in proactive drinking water quality education to public (CC)	4/30/2026	In progress.	ADM/PW	SP - Safe & Healthy Neighborhoods: Proactive Education

T1-11	Waste Franchise Agreement Renewal or RFP (Groot contract expires 4/30/26) (ACA)	4/30/2026	Discussions with Groot held in Oct. Renewal quotes expected in Nov.	ADM/PW	SP - Quality City Services: Building and Life Safety Safety Codes
T1-12	Create and engage in proactive education on living with hard water (CC)	4/30/2026	In progress.	ADM/PW	SP - Safe & Healthy Neighborhoods: Proactive Education
T1-13	ADA Website Compliance Accessibility (CC)	4/30/2027	Data collection and plan development in progress		SP - Engaged & Connected Community; Engagement with City
<b>TIER TWO INITIATIVES</b>					
Item	Project Description	Expected Completion Date	Status	Other Departments	City Plan
<b>Ongoing Projects and Initiatives Expected to Continue</b>					
T2-1	IGA to transfer City parks to Park District (CA)	4/30/2026	Completed.	ADM/FIN/PW	SP - Quality City Services: City Infrastructure
T2-2	Reorganization of liability files (HRG)	4/30/2026	In Progress		SP - Quality City Services: City Infrastructure
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T2-3	Evaluate the City's health and wellness benefits and recommend changes, if needed (ACA/HRG)	4/30/2026	Survey data evaluation in progress.	All	SP - Supported and Responsive Workforce: Salary & Benefits
T2-4	Evaluate training and education tools that are cost effective and increase access to future leaders (HRG)☒	4/30/2026	Expected to be completed by end of fiscal year.	All	SP - Supported and Responsive Workforce: Staff & Elected Training
T2-5	Evaluate an internship program for Administration and Finance Departments (ACA/HRG)	4/30/2026	Data collection complete. Data review in progress.	ADM/FIN	SP - Supported and Responsive Workforce: Staffing

TIER THREE INITIATIVES					
Item	Project Description	Expected Completion Date	Status	Other Departments	City Plan
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T3-1	Evaluate a High School internship program in collaboration with the CUSD 200 Job Shadow Program (CA/ACA)	4/30/2027	Data collection in progress.	All	SP - Supported and Responsive Workforce: Staffing
T3-2	Develop or update Standard Procedures for Administration Critical Functions (ALL)	4/30/2027	Not started		SP - Quality City Services: City Infrastructure
T3-3	Begin a comprehensive update and digitization of all policies, processes, and standard operating procedure documents (EA/DC)	4/30/2027	Not started	All	SP - Quality City Services: City Infrastructure
T3-4	Conduct a City-wide Technology Audit and Cyber Security Assessment (ACA)	4/30/2027	Not started	All	SP - Quality City Services: City Infrastructure
T3-5	Implement findings of the internship program evaluation for Administration and Finance Depts. (ACA/HRG)	4/30/2027	Not started	ADM/FIN	SP - Supported and Responsive Workforce: Staffing
T3-6	Continue Updating Technology Security and Access Policies (ACA)	4/30/2027	IT Disaster Recovery Plan completed. Staff training to be scheduled in the coming months.		SP - Quality City Services: City Infrastructure

**Tier One** – These are the highest priority initiatives that staff feels must be advanced. In many cases, these are ongoing or time sensitive initiatives that cannot be delayed without significant detrimental, costly, and/or long term negative impacts. Expected to be accomplished with existing and budgeted resources.

**Tier Two** – These are important initiatives staff feels should be advanced but may be delayed pending completion of Tier One initiatives. Staff expects to accomplish/advance these priorities with existing and budgeted resources. Delaying progress on these initiatives and projects may result in undesirable impacts.

**Tier Three** – These are desirable and valuable initiatives, but not items the Department expects to advance to any significant degree with existing or budgeted resources in the upcoming fiscal year. It is unlikely that the City will experience any measurable or lasting negative impacts if these items are not advanced in the upcoming fiscal year. However, if work is not initiated or suspended on High or Important priority initiatives, it may be possible to reallocate staff resources and advance one or more of these initiatives and projects.

*Italic font* = Initiative or project for which a new FY 2026 Decision Package has been submitted.

CA=City Administrator, ACA=Assistant City Administrator, HRG=HR Generalist, EA/DC=Executive Assistant/Deputy Clerk, CC=Communications Coordinator

**PROJECTS NOT INCLUDED IN FY 2026 WORK PLAN**

1. Oversee construction of new Emergency Operations Center pending results of facilities study (CA/ACA)
2. Evaluate a pilot program for Recycling Receptacles at Leone Schmidt and Bob Walters Commons (ACA)
3. Assist Community Development with the preparation of new Comprehensive Plan for entire City (CA/ACA)
4. Develop an Employee Intranet Web Page (CC/HRG)
5. Bicentennial Celebration 2033 Planning - begin 2028 (EA/DC / CA)

**OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2026 WORK PLAN**

1. Administration Department Work Plan does not account for impact of turnover.
2. Assumes five full-time staff positions in Administration.
3. Does not account for emergencies or unexpected issues that may take priority throughout the year.
4. Does not include normal everyday tasks of the department.

## FY 2026 Finance Department Work Plan

(last revised by Finance Director Dahlstrand - 11/11/25)

### INTRODUCTION

The Finance Department consists of five (5) full-time positions, and one (1) full-time position shared with COMMUNITY DEVELOPMENT, responsible for Accounts Payable, Accounts Receivable, Cashiering, Customer Service, General Ledger, Payroll, Utility Billing, Financial Management, Budget, and Audit. The Work Plan does not provide details on the normal activities staff performs. Rather, it identifies those special projects or assignments in which staff is involved in addition to normal activities.

TIER ONE INITIATIVES					
Item	Project / Program / Activity	Expected Completion Date	Status	Strategic Plan Focus	City Plan
<b>Proposed New Projects and Initiatives</b>					
	Identify funding mechanisms to implement facility improvements identified as top priority in the Facilities and Space Needs study	04/30/2026	Cannot begin until Study is undertaken and completed	Energetic and Healthy Economy	Strategic Plan
	TAC to evaluate the overall grant program, for possible revisions to how grants are awarded (i.e. the breakdowns by category) as well as stronger emphasis on grants that foster additional hotel stays“. And whether the annually funded events would occur without the TAC Grant funding (Summer Daze, AoTP, etc.)	04/30/2026	In progress - Issue promoted at 07/25 TAC FY27 application session	Engaged and Connected Community	Strategic Plan
	TAC to encourage grant funding for events in areas of the community not-contiguous to the Civic Center or Cerny park areas of the community	04/30/2026	In progress - Issue promoted at 07/25 TAC FY27 application session	Engaged and Connected Community	Strategic Plan
	With the completion of the ERP, provide quarterly financial updates on revenue performance and expense allocations compared to budget	04/30/2026	Implementation Completed - quarterly reporting for May-July coming	Quality City Services	Strategic Plan
	Establish a mechanism to forecast City fiscal performance on a five-year trend and consider multi-year budget cycle	04/30/2026	In process with the FY27 Budget Process	Quality City Services	Strategic Plan
	Conduct a water and sanitary sewer rate study	04/30/2026	RFP document has been issued	Quality City Services	Strategic Plan
TIER TWO INITIATIVES					
Item	Project Description	Expected Completion Date		Strategic Plan Focus	Other City Plans
<b>Proposed New Projects and Initiatives</b>					
TIER THREE INITIATIVES					
Item	Project Description	Expected Completion Date		Strategic Plan Focus	Other City Plans
<b>Proposed New Initiatives</b>					

\*Completion date for tier three items will be determined when items are moved to tier two or one.

**LEGEND FOR STAFF RANKING/PRIORITIZATION OF WORK PLAN ELEMENTS**

**Tier One** – These are the highest priority initiatives that staff feels must be advanced. In many cases, these are ongoing or time sensitive initiatives that cannot be delayed without significant detrimental, costly, and/or long term negative impacts. Expected to be accomplished with existing and budgeted resources.

**Tier Two** – These are important initiatives staff feels should be advanced but may be delayed pending completion of Tier One initiatives. Staff expects to accomplish/advance these priorities with existing and budgeted resources. Delaying progress on these initiatives and projects may result in undesirable impacts.

**Tier Three** – These are desirable and valuable initiatives, but not items the Department expects to advance to any significant degree with existing or budgeted resources in the upcoming fiscal year. It is unlikely that the City will experience any measurable or lasting negative impacts if these items are not advanced in the upcoming fiscal year. However, if work is not initiated or suspended on High or Important priority initiatives, it may be possible to reallocate staff resources and advance one or more of these initiatives and projects.

*Italic font = Initiative or project for which a new FY 2026 Decision Package has been submitted.*

**OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2026 WORK PLAN**

- 1 Proposed FY 2026 Work Plan does not account for impact of staff turnover.
- 2 Does not account for emergencies or unexpected issues that may take priority throughout the year.
- 3 Does not include normal everyday tasks.

## FY 2026 Police Department Work Plan

Created: 07/03/24 for FY26, updated 01/06/25, 02/27/25, 3/17/25, 04/15/25, 05/20/25, 7/16/25, 9/10/25, 11/19/25

### **INTRODUCTION**

The Police Department consists of 40 full-time positions responsible for the protection of life, property, and delivery of services. The Work Plan does not provide details on the normal activities staff performs. Rather, it identifies those special projects or assignments in which staff is involved in addition to normal activities.

TIER ONE INITIATIVES					
Item	Project / Program / Activity	Expected Completion Date	Status	Other Departments	City Plan
Ongoing Projects and Initiatives Expected to Continue					
T1-1	Medication recycling program (KD)	None anticipated, continuing program	In-progress with bi-weekly pickups		SP #2 - Engaged and Connected Community: Unique Programs and Events
T1-2	Participate in School Safety Task Force meetings to review and evaluate school safety and emergency response plans (JJ)	Continuous	In-Progress		SP #5 - Safe and Healthy Neighborhoods: Proactive Community Education
T1-3	Enterprise Resource Planning (ERP) Software Implementation	5/1/25	Completed	ALL	SP #3 - Quality City Services: Deliver Services Sustainably
T1-4	Collective Bargaining Negotiations for MAP 213 (Officers) (SB, JJ, KD)	Undeterminable	Negotiations continue, contract expired 04/30/24	FIN/AD	SP #4 - Supported and Responsive Workforce: Competitive Salary and
T1-5	(EMA) Develop and coordinate Emergency Operations Plan(s) for major City events (Independence Day, Summer Daze, National Night Out) (KD)	Completed	Events/Operations plans completed		SP #3 - Quality City Services: Building and Life Safety Codes
Proposed New FY 2026 Projects and Initiatives					
T1-6	Collective Bargaining Negotiations for MAP 214 (Sergeants) (SB, JJ, KD)	Undeterminable	Negotiations continue, contract expired 04/30/25	FIN/AD	SP #4 - Supported and Responsive Workforce: Competitive Salary and Benefits
TIER TWO INITIATIVES					
Item	Project Description	Expected Completion Date	Status	Other Departments	City Plan
Ongoing Projects and Initiatives Expected to Continue					
T2-1	(EMA) Develop, coordinate and conduct National Incident Management System (NIMS) training for City staff based on staff position (SB/KD)	5/1/26	Development phase in-progress	ALL	SP #4 - Staff and Elected Official Training
T2-2	(EMA) Develop, coordinate and conduct emergency Disaster drill training exercise for appropriate police, fire, and City staff (SB/KD)	9/30/2026	First City-wide fire drills completed. Individual department debriefs taking place. Additional emergency drills are being scheduled.	ALL	SP #4 - Staff and Elected Official Training

T2-3	Upgrade City buildings security cameras (Police Department & Historical Museum) (KD)	9/17/2025	Museum internet connection still being established. Camera install complete.	AD/PW	SP #3 - Quality City Services: Maintain and Replace City Infrastructure
T2-4	Evaluate Police Department service fees structure (KD/JJ)	During FY26	In-Process. Review of City Ordinances required to determine any/all necessary updates.		SP #3 - Quality City Services: Deliver Services Sustainably
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T2-1	Police Department Operations Analysis	12/31/2025	Vendor analysis process completed. Anticipate final report from vendor by end of December.		SP #4 - Supported and Responsive Workforce - Evaluate Staffing Levels; & SP #5 - Safe and Healthy Neighborhoods
<b>TIER THREE INITIATIVES</b>					
Item	Project Description	Expected Completion Date	Status	Other Departments	City Plan
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T3-	(None)				
<b>Proposed New FY 2026 Projects and Initiatives</b>					
T3-	(None)				

**LEGEND FOR STAFF RANKING/PRIORITIZATION OF WORK PLAN ELEMENTS**

**Tier One** – These are the highest priority initiatives that staff feels must be advanced. In many cases, these are ongoing or time sensitive initiatives that cannot be delayed without significant detrimental, costly, and/or long term negative impacts. Expected to be accomplished with existing and budgeted resources.

**Tier Two** – These are important initiatives staff feels should be advanced but may be delayed pending completion of Tier One initiatives. Staff expects to accomplish/advance these priorities with existing and budgeted resources. Delaying progress on these initiatives and projects may result in undesirable impacts.

**Tier Three** – These are desirable and valuable initiatives, but not items the Department expects to advance to any significant degree with existing or budgeted resources in the upcoming fiscal year. It is unlikely that the City will experience any measurable or lasting negative impacts if these items are not advanced in the upcoming fiscal year. However, if work is not initiated or suspended on High or Important priority initiatives, it may be possible to reallocate staff resources and advance one or more of these initiatives and projects.

**T#-#** Highlighting, Bold font = New for FY 2026

*Italic font = Initiative or project for which a new FY 2026 Decision Package has been submitted*

SB=Police Chief Sam Bonilla, JJ=Deputy Chief Jeff Jacobson, KD=Deputy Chief Ken Dawson

**PROJECTS NOT INCLUDED IN FY 2026 WORK PLAN**

1	Fill vacant positions/recruitments (JJ/KD)	Ongoing, as needed	Police Officer recruitment testing completed (Oct. 2025), Eligibility lists established (Nov. 2025)	AD	
2					

**OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2026 WORK PLAN**

1	Police Department Work Plan does not account for impact of turnover
2	Assumes 41 full-time staff positions in FY2026 (includes new Administrative Officer position)
3	Filling vacant positions is reliant upon Suburban Law Enforcement Academy (SLEA) availability.
4	Does not account for emergencies or unexpected issues that may take priority throughout the year
5	Does not include normal everyday tasks of the department