



**AGENDA  
VILLAGE OF ROSELLE  
MEETING OF THE BOARD OF TRUSTEES  
Roselle Village Hall - 31 S. Prospect Street  
Special Meeting - November 7, 2022 - 7:00 p.m.**

The meeting will also be streamed live on YouTube on the [Village's YouTube channel](#)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Presentation of Prepared Agenda
5. Village Board Public Comment

Anyone wishing to provide comment on a topic or an agenda item may address the Village Board during the "Public Comment" and "Public Hearing" segments of the Village Board agenda by submitting comments in advance using the [ONLINE FORM](#) or during the meeting.

- **Submit comments using the [ONLINE FORM](#) by 4:00 p.m. on Monday, November 7, 2022.**
- Public comments will be read into the record during the Public Comment segment of the Village Board meeting during either the Unfinished Business or New Business portions of the meeting.
- Make comments during the meeting by attending in person **at Roselle Village Hall. Persons wanting to make comments during the meeting are strongly encouraged to contact the Village in advance at**

[ROSELLE@ROSELLE.IL.US](mailto:ROSELLE@ROSELLE.IL.US) or 630-671-2801.

- o Comments will be limited to three minutes per person.

6. NEW BUSINESS

7. FY2023 Proposed Budget Presentation

Documents:

[BUDGET FY2023.PDF](#)

8. Other Business - For Discussion Only

9. Adjourn

In compliance with the Americans with Disabilities Act, any person with a disability requiring a reasonable accommodation to participate in the meeting should contact Jason Bielawski, ADA Compliance Officer, 8:30 a.m. to 5:00 p.m. Monday through Friday, telephone: 630-671-2810, email [jbielawski@roselle.il.us](mailto:jbielawski@roselle.il.us).

31 South Prospect Street Roselle, Illinois 60172-2023 [www.roselle.il.us](http://www.roselle.il.us)

Telephone: (630) 980-2000 Administrative Fax: (630) 980-8558 General Village Fax: (630) 980-0824



**AGENDA ITEM #7**

**AGENDA ITEM EXECUTIVE SUMMARY  
Village Board Meeting  
11/7/2022**

**Item Title:** Fiscal Year 2023 Proposed Budget Presentation

**Staff Contact:** Jason Bielawski, Village Administrator  
Tom Dahl, Finance Director

NEW BUSINESS

**VILLAGE BOARD ACTION:**

**Review and discuss the Fiscal Year Ending December 31, 2023 Proposed Budget.**

**Executive Summary:**

The management team will present the FY 2023 Proposed Budget. This will be the first budget review meeting with any subsequent review meetings occurring during regular scheduled Village Board meetings on November 14 and/or November 28. The budget is available at [Fiscal Year 2023 Proposed Budget](#).

**Implications:**

**Is this item budgeted?** Staff identified items after the proposed budget was prepared and distributed on Monday, October 24. The attached memo and scorecard reflect the changes to the Proposed Budget. A memo is also attached providing additional background on the recommended increases to commuter parking permits.

**Estimated cost:** n/a

**Any other implications to be considered?** The approval of the Fiscal Year 2023 Budget is scheduled for December 5, 2022 at 7PM.

**Strategic Priority:**

Financial Stewardship

**Attachments:**

Budget Scorecard  
Commuter Parking Permit Memo


  
 Village of  
**Roselle**  
*Tradition Meets Tomorrow*  
**SCORECARD**

**FY 2023 Budget Scorecard - Addition of Proposed Revised Programs and Services**

Page #	Department	Description	General Fund			
			Revenues	Expenditures	Difference	Fund Balance
<b>Proposed Budget Recommendations</b>			\$21,117,335	\$21,097,450	\$19,885	\$11,652,027
Items adjusted due to new information						
33	Revenue	Mental Health Board Grant	(\$24,000)			\$11,628,027
71	Police	Axon Annual Costs - Other Mach/Equip		(\$37,190)		\$11,665,217
						\$11,665,217
<b>Amended Proposed General Fund Budget</b>			\$21,093,335	\$21,060,260	\$33,075	\$11,665,217

Page #	Department	Description	Water and Sewer Operating Fund			
			Revenues	Expenditures	Difference	FUND BALANCE
<b>Proposed Budget Recommendations</b>			\$7,551,475	\$8,086,435	(\$534,960)	\$2,281,039
Items added to the FY 2023 budget						
146	Water	Lab Testing		\$2,500		\$2,278,539
149	Sewer	Life Rings		\$3,000		\$2,275,539
149	Sewer	Davit Arm Bases & Arms		\$6,000		\$2,269,539
148	Sewer	Lock Upgrades		\$15,000		\$2,254,539
<b>Amended Proposed W/S Operating Fund Budget</b>			\$7,551,475	\$8,112,935	(\$561,460)	\$2,254,539

Page #	Department	Description	General Capital Projects			
			Revenues	Expenditures	Difference	Fund Balance
<b>Proposed Budget Recommendations</b>			\$1,579,625	\$2,111,785	(\$532,160)	\$843,297
Items added to the FY 2023 budget						
115	Buildings	PW Building Furniture		\$24,500		\$818,797
115	Buildings	PW Gear Lockers		\$34,475		\$784,322
<b>Amended Proposed General Capital Projects Fund Budget</b>			\$1,579,625	\$2,170,760	(\$591,135)	\$784,322

Page #	Department	Description	ARPA			
			Revenues	Expenditures	Difference	FUND BALANCE
<b>Proposed Budget Recommendations</b>			\$1,065,000	\$1,050,000	\$15,000	\$31,759
126		Federal Grants	\$100,000			\$131,759
126		Water Connection Incentive Program		\$100,000		\$31,759
<b>Amended Proposed ARPA Fund Budget</b>			\$1,165,000	\$1,150,000	\$15,000	\$31,759

Page #	Department	Description	Water/Sewer Capital Projects Fund			
			Revenues	Expenditures	Difference	FUND BALANCE
<b>Proposed Budget Recommendations</b>			\$3,177,845	\$5,006,440	(\$1,828,595)	\$2,912,840
Items added to the FY 2023 budget						
154	Devlin	Devlin Entrance Gates		\$30,000		\$2,882,840
154	Devlin	Devlin HVAC Screening		\$20,000		\$2,862,840
154	Botterman	Botterman Entrance Grates		\$30,000		\$2,832,840
154	Collections	Dover Court Manhole		\$50,000		\$2,782,840
<b>Amended Proposed Water/Sewer Capital Projects Fund Budget</b>			\$3,177,845	\$5,136,440	(\$1,958,595)	\$2,782,840



David Pileski *Mayor*  
 Amanda Hausman *Village Clerk*

**VILLAGE OF ROSELLE**  
**MEMORANDUM**

**To:** Jason Bielawski, Village Administrator

**From:** Brian Joanis, Assistant Village Administrator  
 Tom Dahl, Finance Director

**Date:** November 1, 2022

**Re:** **Commuter Parking Permit Rate Increase**

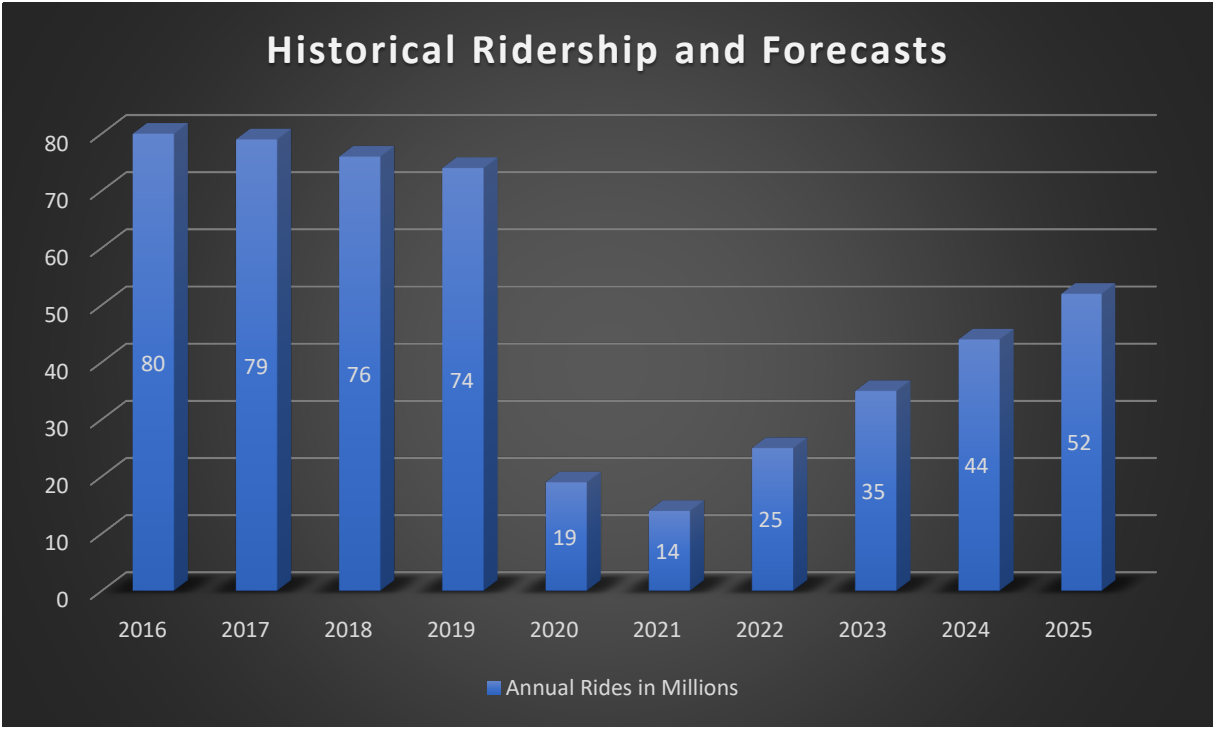
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The FY 2023 proposed budget includes a rate increase for monthly and quarterly commuter parking permits for the north and south Metra lots totaling \$6,000. The Village discontinued annual parking permits in 2021. The quarterly rate for commuter parking permits has not been increased since 2019 and the monthly since 2016. The proposed rates are calculated using the daily fee rate of \$1.80 (includes credit card processing fees and the monthly cost for online payments) multiplied by the amount of days included in monthly (20) and quarterly (60) permits. The proposed increases are also consistent with comparable commuter communities. Below are two tables showing prior, current and proposed permit rates and comparable communities:

Year	Monthly	Quarterly
2018	\$30	\$75
2019	\$30	\$80
2023 (Proposed)	\$36	\$90

Community	Monthly	Quarterly
Bartlett	N/A	\$90
Bensenville	N/A	\$96.50
Itasca	N/A	\$75
Schaumburg	\$32	\$81
Hanover Park	\$35	N/A
Roselle (Proposed)	\$36	\$90
Wood Dale	N/A	\$67.50

Metra’s 2023 budget ridership forecast expects that ridership will not return to pre-pandemic levels within the next 3-5 years. The 2023 ridership forecast reflects a 47% average of pre-COVID ridership levels (see chart below):



During the mid-year budget review, the Board approved a transfer of \$125,000 from the General Fund to help sustain the Parking Lot Operating Fund due to revenue decreases over the past several years. Staff recommends an additional two transfers in 2023 and 2024 needed to help the Parking Lot Operating Fund recover from the pandemic. Without an increase in ridership the Village must find other sources of revenue to fund necessary capital and operating expenditures associated with the maintenance and operations of the commuter parking lots and commuter station facility. The projected revenue generated from the increased permit rates included in the FY 2023 proposed budget results in a fund deficit of \$19,180. If the increased rates are not approved the deficit will be \$25,180.

**Bokelman Lot Permits**

The FY 2023 budget also includes changes to parking permits for the Village owned Bokelman parking lot. There are several permit holders paying \$75 per month for a parking permit. There are no quarterly permits offered for this lot currently. The FY 2023 budget reflects a decrease in the monthly permit rate to match the proposed commuter rates. If the proposed rates are approved, staff will communicate with the permit holders of the Bokelman permits regarding the decrease and also offer quarterly permits. Staff will prepare an amendment to the Village Parking Ordinance reflecting all changes to be approved at a future Village Board meeting.