

Village of Kenilworth

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FY22 Budget Hearing

November 15, 2021

PURPOSE OF ANNUAL BUDGET

- ▶ Policy document required by law
- ▶ Provides guidance during fiscal year
 - ▶ Core Service Delivery
 - ▶ Enhanced Service Delivery
- ▶ Authorizes and Directs Financial Resources
- ▶ Touchstone during fiscal year

BUDGET PROCESS

- ▶ Evaluation of current FY budget - Monthly
- ▶ Development of Strategic Goals – Sept.
- ▶ Evaluation of staffing/resources – Sept. – Oct.
- ▶ Capital Improvement Program – Sept.
- ▶ Estimate of FY revenues / Expenditures – Oct-Dec
- ▶ Public Presentation of Proposed Budget – Oct.
- ▶ Village Board & Public Review Period – Oct. - approval
- ▶ Public Hearing – Nov.
- ▶ Adoption of Budget Ordinance – Nov. or Dec.

FY21 VILLAGE BUDGET GOALS

1. **Recoat (paint) the elevated water storage tank** at Water Tower Park. The process will require temporary modifications to the water distribution system and a temporary site for the cellular antenna which are currently located upon the tank. – **Complete**
2. **Resurface Kenilworth Avenue** from west of Richmond Road to east of Sheridan Road and reconfigure the Richmond Road intersection to improve pedestrian safety. The Village secured a 70% expense matching grant from the Federal Surface Transportation Program. The project will be released for bids by IDOT and managed locally. – **Complete**
3. **Resurface Richmond Road** north of Kenilworth Avenue. It is anticipated that this local project can be accomplished more cost-effectively when the Kenilworth Avenue project is conducted if the same contractor can be secured. - **Complete**

FY21 VILLAGE BUDGET GOALS

4. **Phase II of Green Streets on Raleigh, Leicester and Warwick.** This is part of the Kenilworth 2023 Infrastructure Improvement Program and will bring flooding reduction to both the project area and contributing storm water areas to the west. The project funding could be from a combination of fund balances and a bond sale. The bonds would be serviced through existing property taxes. - **Paused and Restarted**
5. Execution of a **new multi-year refuse and recycling agreement.** The current agreement terminates on April 30, 2021 and a Request for Bids process will be utilized. - **Complete**
6. Develop a **Streetscape Master Plan** for the Green Bay Road and Park Drive commercial areas. The master plan development would be community driven and actively involve one or more Village commissions before presenting the recommended streetscape plan to the Village Board for consideration. - **Paused awaiting Visioning Process**

FY21 VILLAGE BUDGET GOALS

7. Complete a **review of the Green Bay Road Corridor Plan** section of the 2008 Comprehensive Plan to determine if adjustments or revisions to the section are warranted. This project was put on hold in 2020 when holding large public meetings threatened public safety due to the COVID-19 pandemic. **-Restarted in September**
8. Initiate a **Lakefront Master Planning Process** for the public beach area as it relates to shoreline protection and recreational uses. **Paused due to COVID**
9. Complete a review of the **Building Permit Process** to determine if opportunities exist to improve the efficiency of the process and develop a process map for applicants. **Not Completed**
10. Market the **benefits of operating a business** in and residing in Kenilworth. - **Ongoing**

FY22 VILLAGE BUDGET GOALS

- ▶ **Complete Phase II of the Green Streets Program** on Raleigh, Leicester and Warwick
 - ▶ Sewer separation, water main, detention, porous pvr.
 - ▶ Cost: Est. \$7.7M | KW2023 Fund (23)
 - ▶ Duration: April – October, Outreach – Feb./Mar.
 - ▶ Staff Impact: Heavy, Contractual C/M Svc.
 - ▶ Staff Lead – Brennan, Ang, Leicht, plus contractual
- ▶ **Lakefront Master Planning**
 - ▶ Visioning process for concept, RFP master planning, public outreach
 - ▶ Cost: \$18k – consultant | General Fund
 - ▶ Duration: Calendar year, monthly COTW + public mtg.
 - ▶ Staff impact: Moderate, assistance from consultant
 - ▶ Staff Lead: Brennan, contractual support

FY22 VILLAGE BUDGET GOALS

▶ Restructuring of Building Permit Process

- ▶ Evaluation of process, review of best practices, plan for implementation, digitization of property files
- ▶ Cost: Est. \$12k | General Fund
- ▶ Duration: January - September
- ▶ Staff Impact: Varied, outsourced digitization, GIS
- ▶ Staff Lead – McFarland, + contractual support

▶ Re-visioning Green Bay Road

- ▶ Evaluating 2008 vision, public input, refreshed vision, evaluation of rules/regulations, support for vision
- ▶ Cost: \$30k – consultant | TIF Fund
- ▶ Duration: Calendar year, Committee + public mtgs.
- ▶ Staff impact: Moderate, assistance from committee and consultant
- ▶ Staff Lead: Brennan, + contractual support

FY22 VILLAGE BUDGET GOALS

▶ Improved Community Engagement

- ▶ Evaluation of current practices, identification of desired communication platforms, dvmt. of communication plan
- ▶ Cost: Est. \$18k | General Fund
- ▶ Duration: January – May, then ongoing
- ▶ Staff Impact: Light, primarily consultant then internal
- ▶ Staff Lead – Schmidt (Trustee Hannus) + contractual

▶ Sewer Lining Program

- ▶ Cured-in-place liner of sewers on repair list
- ▶ Cost: \$130k – consultant | Capital Proj. (27)
- ▶ Duration: 3-4 weeks
- ▶ Staff impact: Light. Bidding through MPI, staff identification of sights, public outreach
- ▶ Staff Lead: Leicht, Schmidt

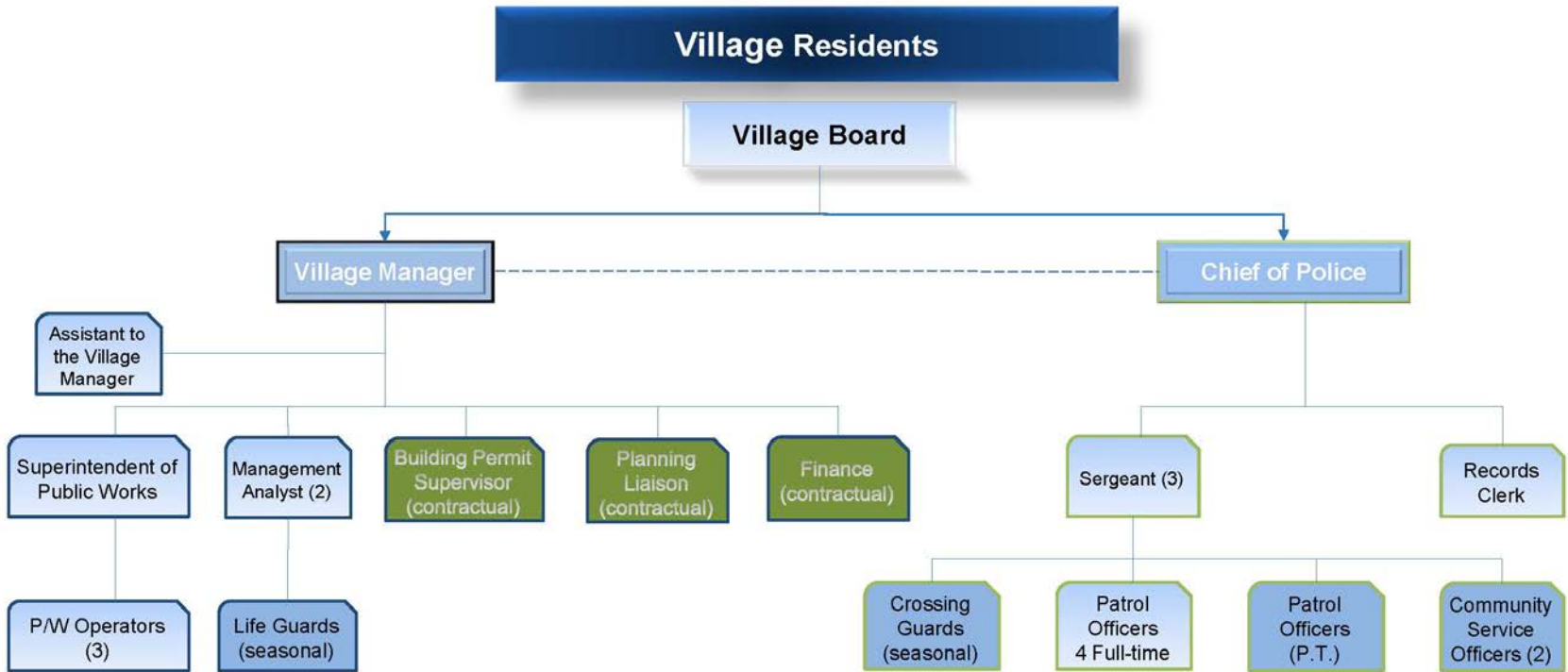
FY22 VILLAGE BUDGET GOALS

- ▶ **Roadway Improvements – Brier / Roger**
 - ▶ Repair of curb/gutter on Brier s. of Roger and resurfacing of roadway, plus Roger between Brier/Exmoor
 - ▶ Cost: Est. \$351k | MFT fund (06)
 - ▶ Duration: 3 months, summer
 - ▶ Staff Impact: Moderate. Bidding through MPI, resident outreach, parking and access, two contractors likely
 - ▶ Staff Lead – Leicht, Schmidt
- ▶ **Committee of the Whole**
 - ▶ Number of topics to be addressed
 - ▶ Green Bay Road Visioning
 - ▶ Potential Village Code updates – visioning
 - ▶ Plan Commission
 - ▶ Zoning Board of Appeals
 - ▶ Lakefront Master Planning
 - ▶ Compensation Plan Update
 - ▶ Fire/EMS Contract Renewal
 - ▶ Funding/Revenue strategy for future FYs

ORGANIZATIONAL CHART

Village of Kenilworth

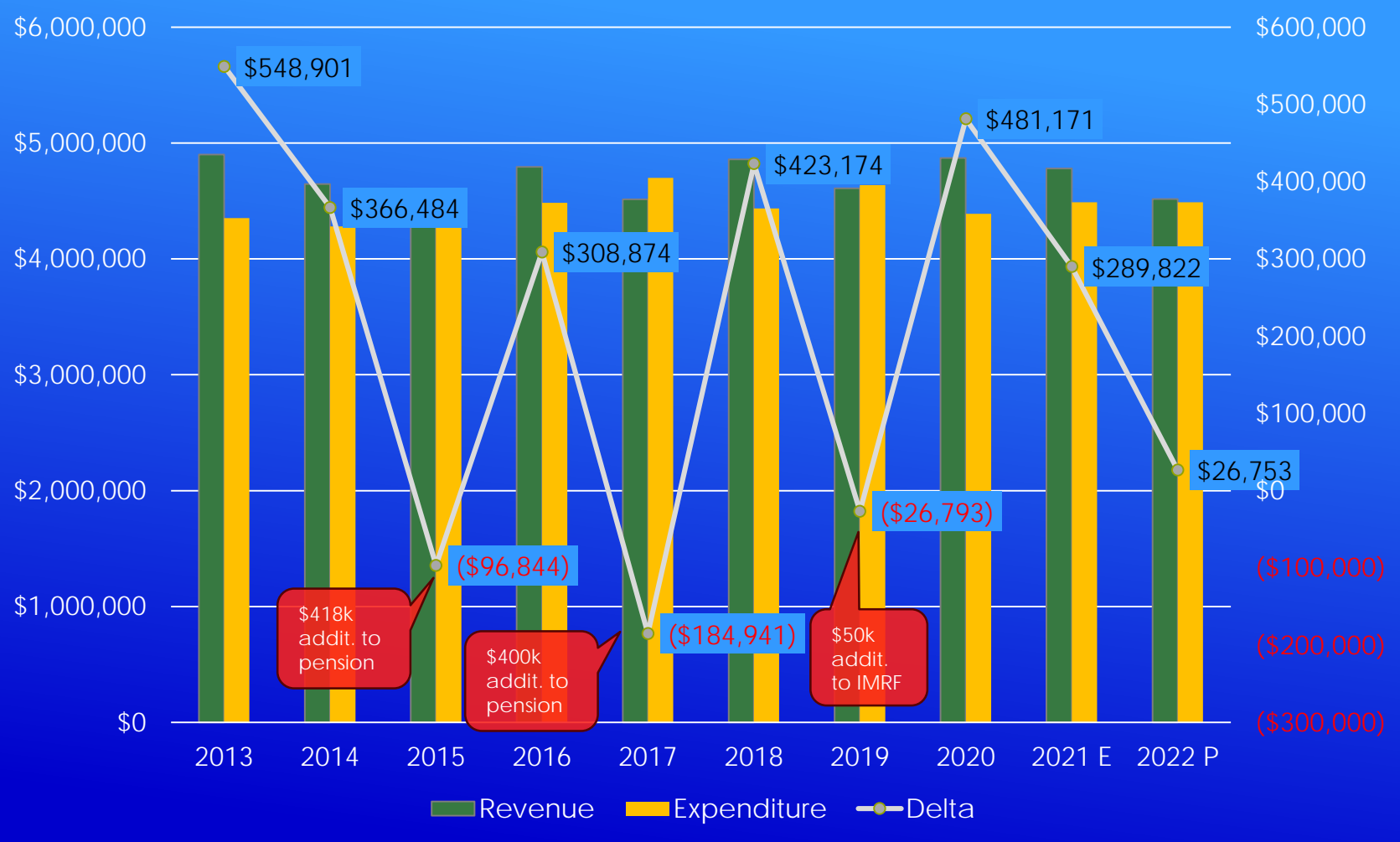
2022 Organizational Structure



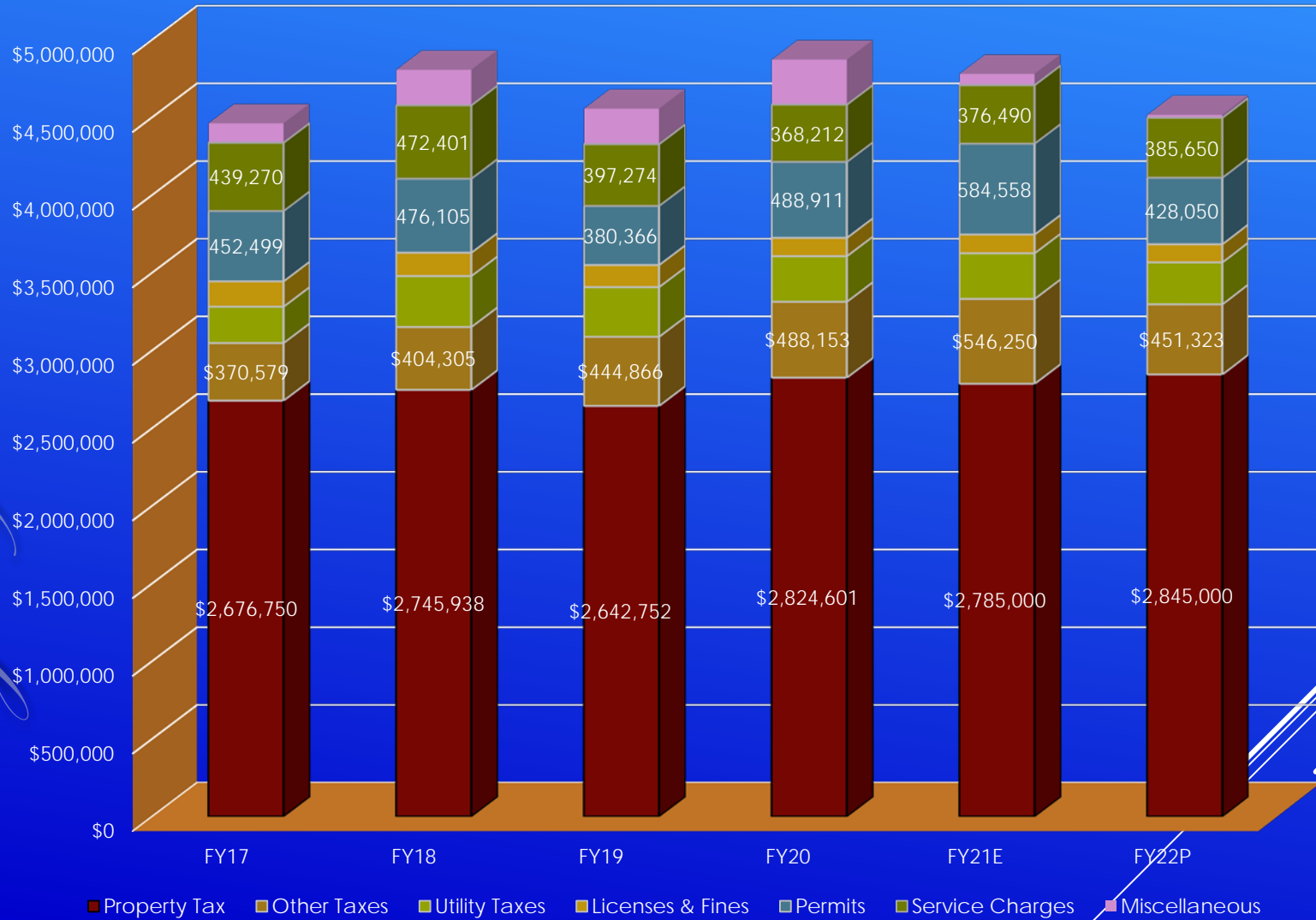
F.T. Staff	2008	2013	2021	2022
Admin.	4	5	4	4
P/W	7	6	4	4
P.D.	14	13	9	9
Total	25	24	17	17

REVENUE / EXPENDITURE HISTORY

Village of Kenilworth

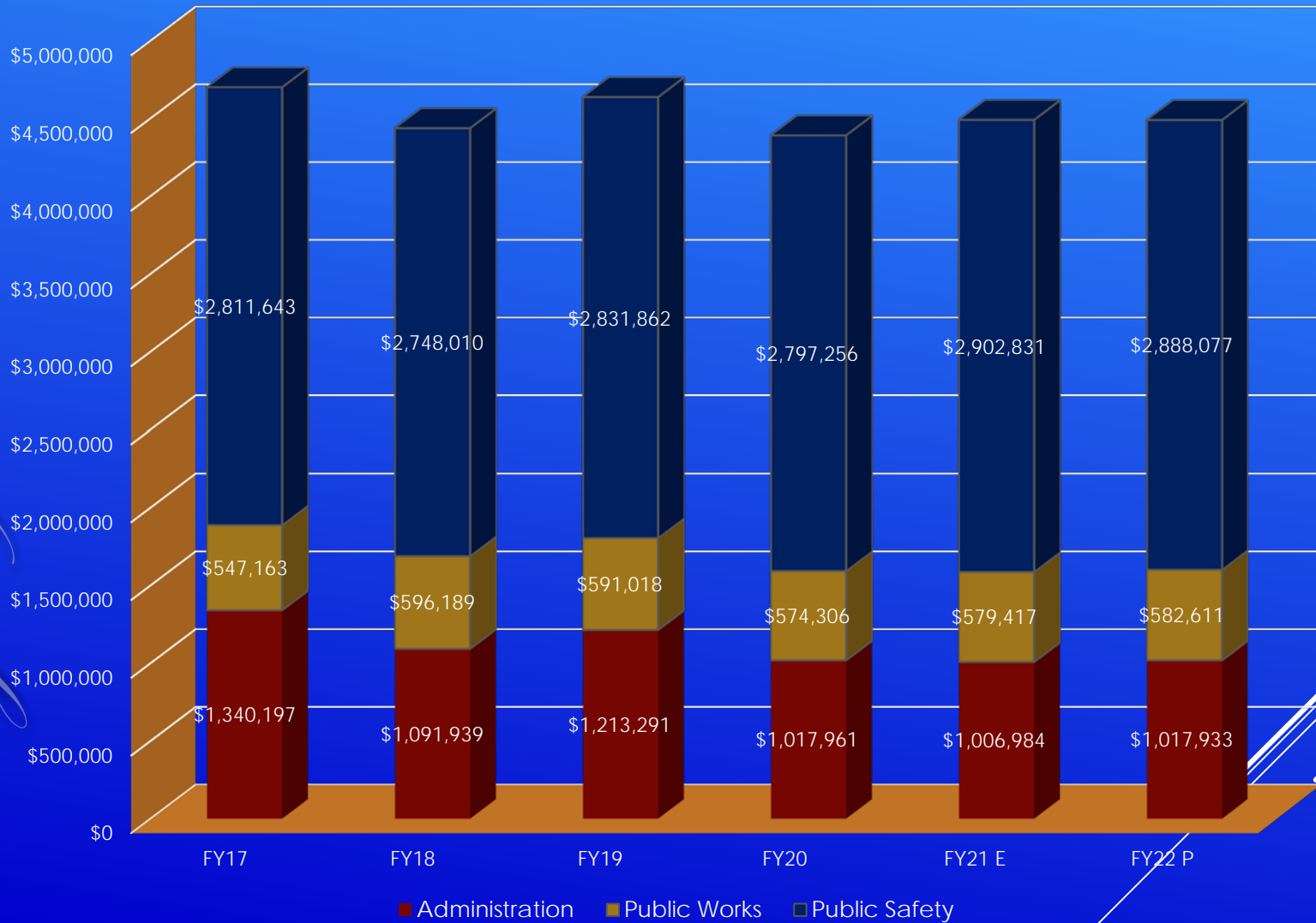


GENERAL FUND REVENUE



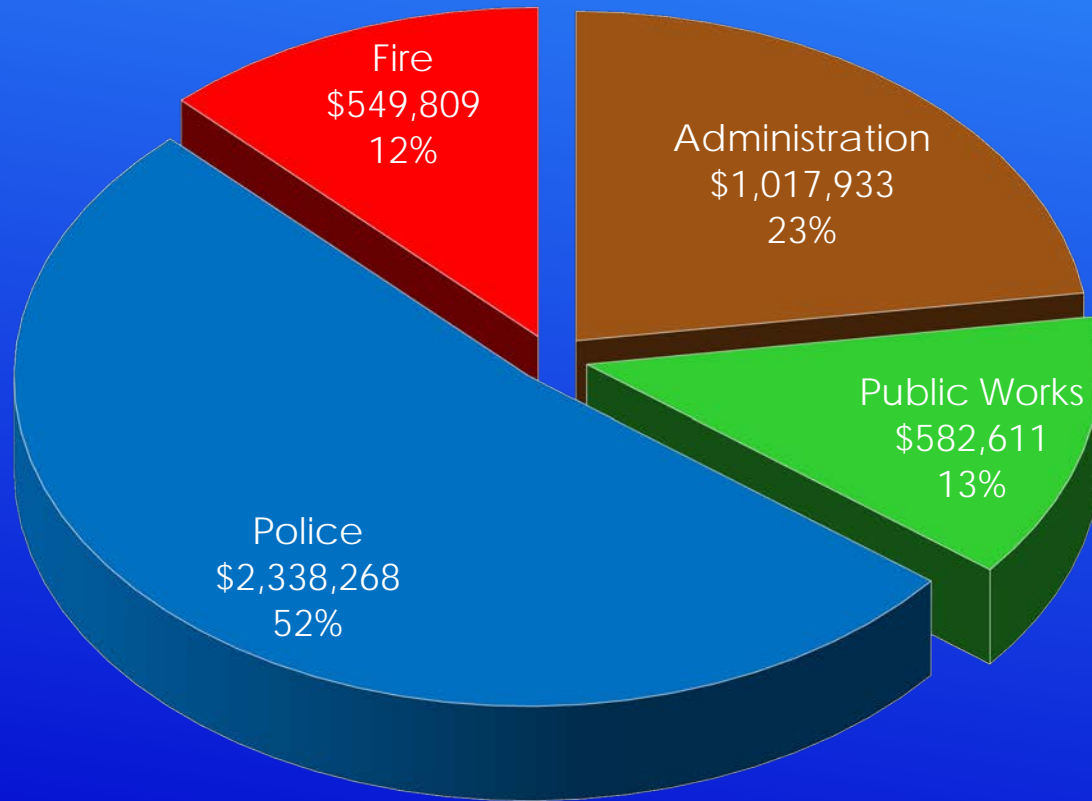
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GENERAL FUND EXPENDITURES

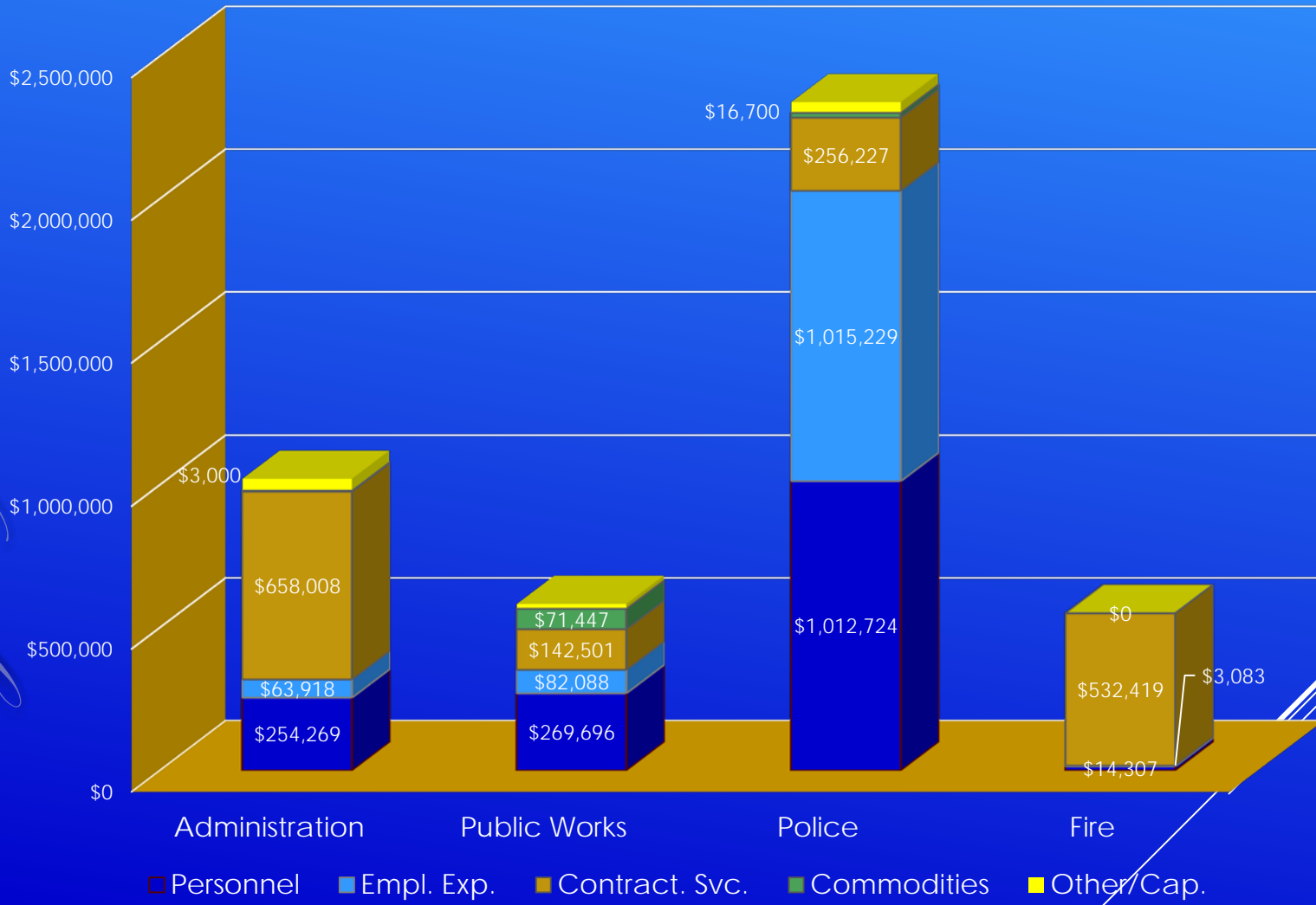


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FY22 EXPENDITURES BY DEPARTMENT



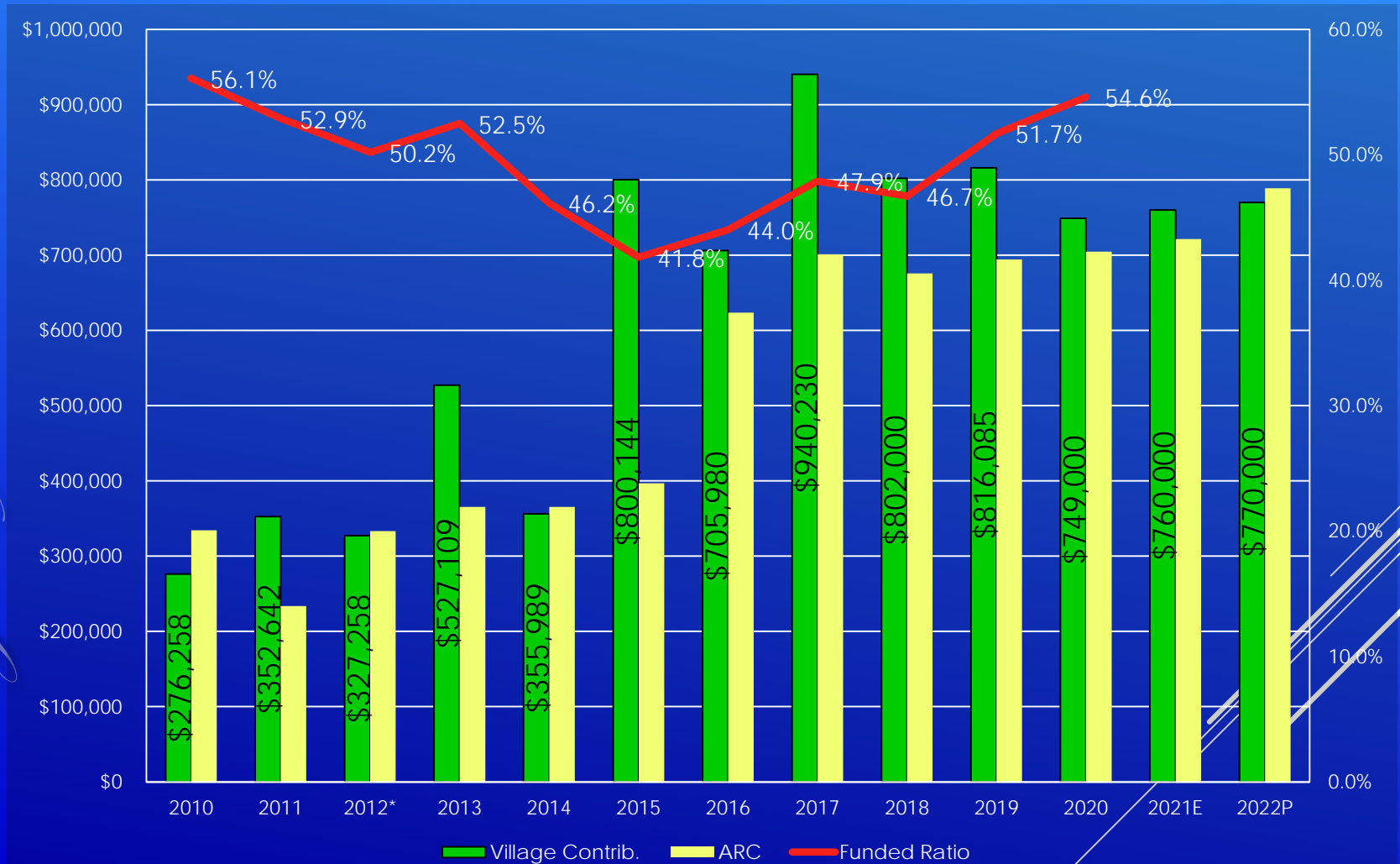
FY22 DEPARTMENT EXPENSES BY CATEGORY



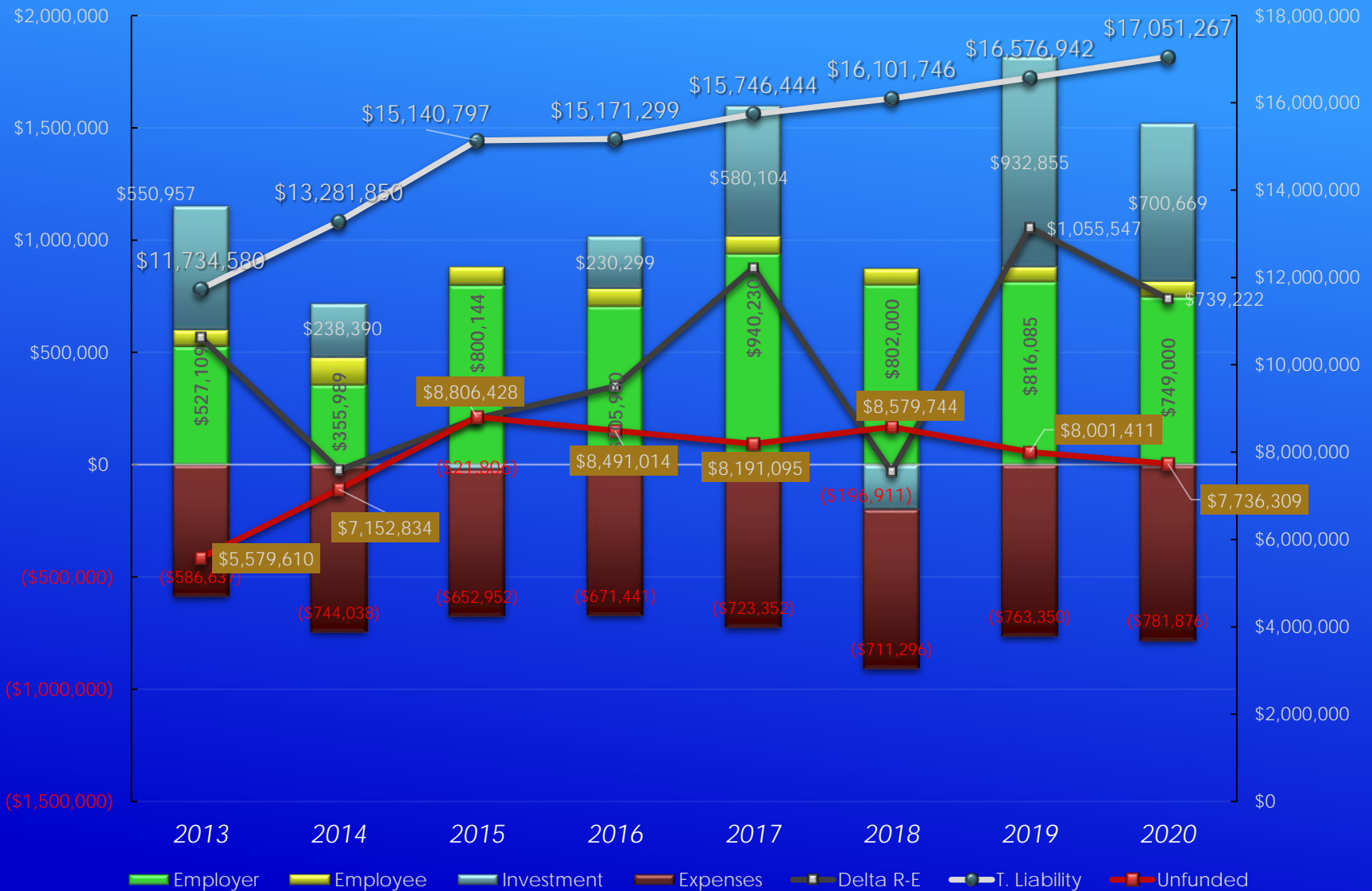
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PRIOR AND PROJECTED ARC Police Pension Fund

Village of Kenilworth



POLICE PENSION LIABILITY TREND



Source: VoK Audit

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FY22 MAJOR/MINOR FUNDS STATUS

Fund	Surplus/(Deficit)	Note
General	\$23,752	Levy= 1.4%
Sewer	\$8,836	No rate change
MFT	(\$216,246)	Brier/Roger – C&G
Water	(\$29,273)	No rate change
Debt Service	(\$7,900)	+Loss/Costs
Capital Projects	\$405,750	Pause – KW2023
KW2023	(\$7,318,368)	Bonding/Transf.
TIF Fund	\$100,150	Visioning

CHANGES TO FY22 PROPOSED

- ▶ External table error – discovered after Oct. mtg.
 - ▶ 01-100-4028 | Medical | increased by \$5,303
 - ▶ 01-100-4029 | Dental | increased by \$367
 - ▶ 01-900-4010 | Salary | increased by \$2,525
 - ▶ 01-900-4030 | Life Ins. | increased by \$4
 - ▶ 01-900-4031 | FICA/Medicare | increased by \$37
 - ▶ 01-950-4010 | Salaries | increased by \$11
 - ▶ 01-950-4031 | Medicare | increased by \$5
- ▶ Increased expense of \$8,252 from the October 26th Proposed Budget
- ▶ General Fund budgeted for \$26,752 surplus

FY22 FUND HIGHLIGHTS

▶ General Fund

- ▶ Budgeted surplus - \$23,752
- ▶ Tax Levy – 1.3%, PTELL = 1.4%
- ▶ \$770k to Police Pension Fund
 - ▶ goal to exceed ARC
- ▶ Use of contractual services – both service delivery and short-term goals
- ▶ Fund balance within target
- ▶ Staff merit increase = 2.0%
- ▶ TBD re inter-fund transfer to KW2023

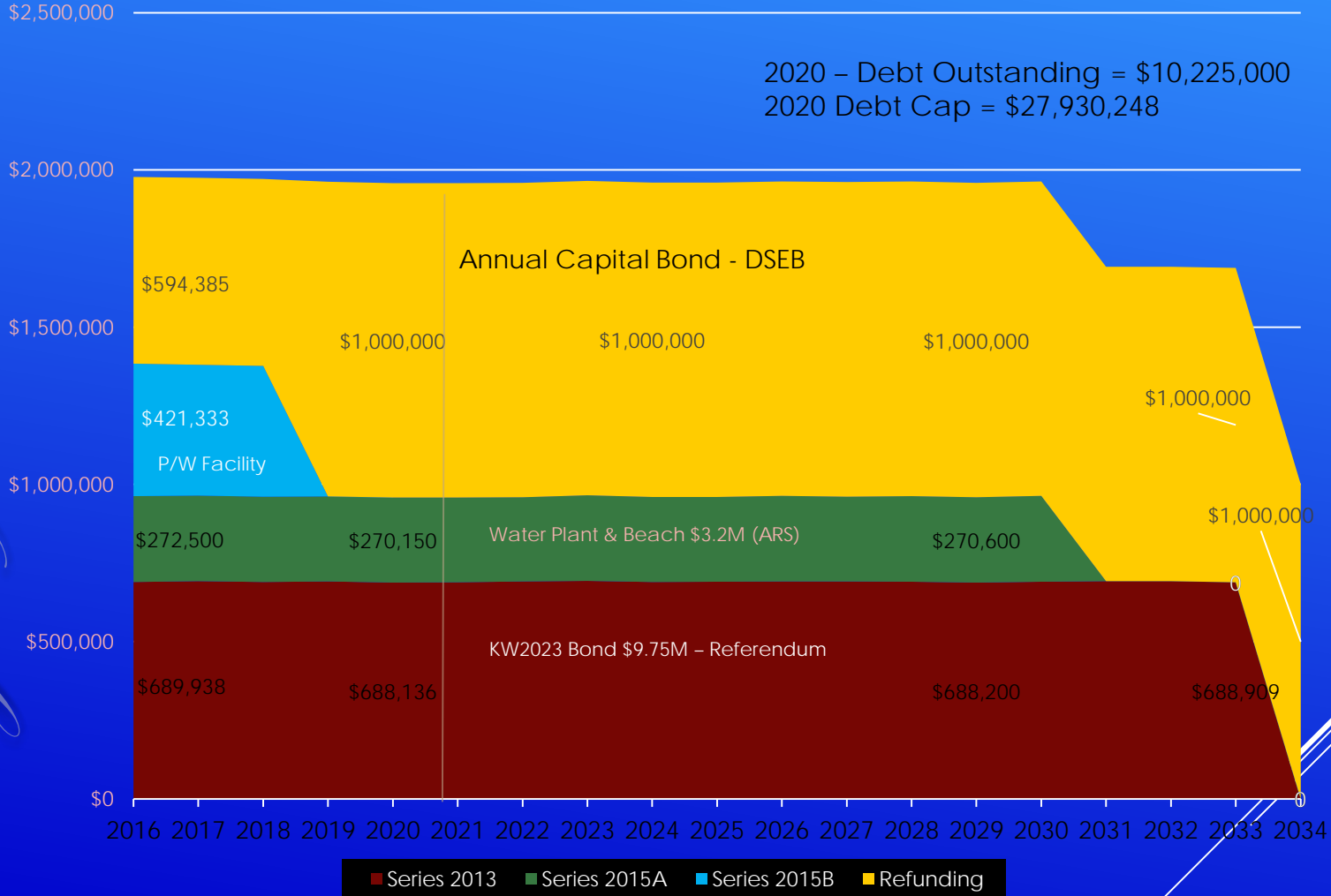
FUND HIGHLIGHTS

- ▶ **Motor Fuel Tax Fund (\$216,246)**
 - ▶ Curb/Gutter – Brier, south of Roger
 - ▶ Resurface – same, plus Roger – Brier to Exmoor
- ▶ **Water Fund, \$29,246**
 - ▶ No projects planned
- ▶ **Capital Projects Fund \$405,750**
 - ▶ \$600k bond sale – revenue
 - ▶ Minimal Activity – KW2023 priority
 - ▶ Sewer lining - \$130k
 - ▶ Potential inter-fund transfer to KW2023

FUND HIGHLIGHTS

- ▶ TIF Fund - \$100,150
 - ▶ \$30k – Green Bay Road visioning
- ▶ KW2023 Fund – (\$7,318,368)
 - ▶ \$400k – bond sale - revenue
 - ▶ \$7.7M Green Streets – Ph. II
 - ▶ Bond sale, inter-fund transfers, grants options for offsetting revenue – Discussion 12/07

FUTURE DEBT SERVICE OBLIGATIONS



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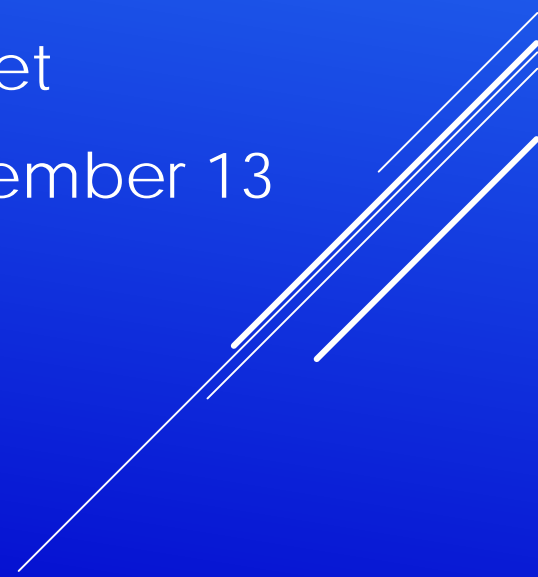
5-YEAR OUTLOOK

- ▶ Stable to strong
 - ▶ Police Pension Fund Expenses
 - ▶ ARC, 2013 = \$333,321, 2021 = \$721,270
 - ▶ Outflows projected to exceed \$1m in 2027
 - ▶ Potential for increased yields w/consolidation
 - ▶ Achieved 100% funded status –IMRF
 - ▶ Operating budget remains stable
 - ▶ Decision regarding bonding vs. pay/go
 - ▶ Infrastructure Investment Remains Focus
 - ▶ Shifting toward community planning
 - ▶ Permit Revenue – elastic but strong

FISCAL YEAR 2022 BUDGET

▶ Next Steps

- ▶ Address Questions
- ▶ Close Public Hearing
- ▶ Consider Adoption of Annual Fee Ordinance
- ▶ Consider Adoption of FY22 Budget
- ▶ FY21 Budget Amendment – December 13



Village of Kenilworth