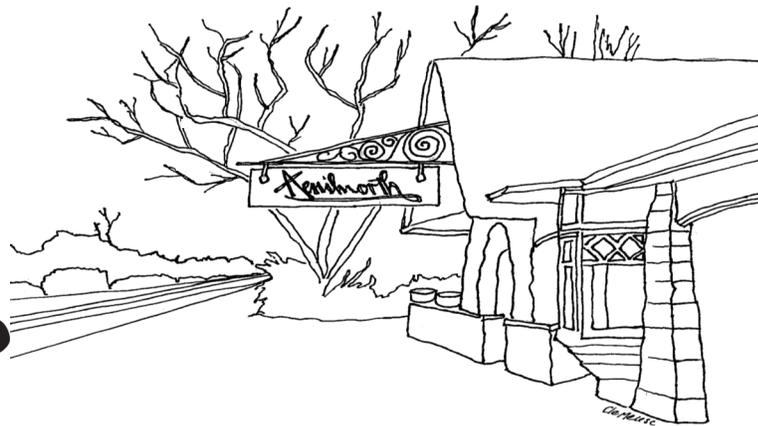


Village of

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Village President  
Fred G. Steingraber

## Village President's Message—Vol. VIII

July 2010

Dear Fellow Residents,

As we enter the dog days of summer I want to update you on the status of achieving our Village priorities. Despite the time of year we are not able to report any home runs, but our confidence is building with a string of singles and doubles, and even some runs scored.

To help you understand what we are doing, why and how, I have organized this communication into three major sections:

Village Fiscal Year 2011 Priorities  
Village Fiscal Year 2011 Financial Plan  
Highlights of Key Work in Process

### **FISCAL YEAR 2011 PRIORITIES**

The current Board approved the following priorities for the Village for fiscal year 2011.

- Complete the study to define the opportunity and, if appropriate, conduct negotiations for greater resource sharing and collaboration of emergency dispatch services
- Complete the study and conduct discussions with Kenilworth Park District regarding resource collaboration and appropriate cost sharing of services
- Identify and implement opportunities for outsourcing and shared services for such activities as street sweeping, parkway tree purchasing, joint contracting for sidewalk and curb removal/replacement and joint contracting for tree trimming
- Complete a long range plan for providing Police Department services, succession planning, and staffing
- Implement a Fiscal Year 2011 Street and Curb Repair/Maintenance Program for Leicester Road and Ivy Court
- Pursue study and work to implement improvements in storm water flood management where permitted by the Metropolitan Water Reclamation District and Illinois Environmental Protection Agency
- Complete a review and update the Village Financial Reserve Policy



Fred G. Steingraber  
Village President

- Finalize a compensation plan for Village leadership and staff
- Develop a marketing plan for Green Bay Road
- Explore the potential for joint promotion of private events for Kenilworth Beach and the Kenilworth Assembly Hall

Each of these priorities have been assigned targeted dates for milestones/tracking progress, and completion.

#### **FISCAL YEAR 2011 FINANCIAL PLAN**

In the March, 2010 Village President's Message (Volume VII) I outlined the trend in our General Fund operating performance which included a significant deficit in Fiscal Years 2008/2009, another projected for Fiscal Year 2009/2010, and a preliminary budgeted surplus for 2010/2011 of \$24,000.

I am pleased to report that after two years of budgeted and actual deficits, the Village Board was able to ultimately approve an operating budget surplus for Fiscal Year 2010/2011 of \$49,346 at our April meeting, double the preliminary estimate we provided in March. This was achieved by limiting wage increases which had been frozen in Fiscal Year 2009/2010 to 2% in the current year and selectively increasing fees which were below market benchmarks or hadn't been raised recently, as well as continued efforts on cost reduction. As a reminder, our goal is to secure balanced operating budgets on a sustainable, long-term basis.

The complete budget for 2010/2011 can be found on the Village website at [www.villageofkenilworth.org](http://www.villageofkenilworth.org). Follow the link for "Village News" and then the link for "Financial Information". In addition, the approved Fiscal Year 2010/2011 capital budget incorporates critical items which are on the Village high priority list and fall into one or both of the following categories:

- Public Safety, Security, and/or Health-Related Items.
- Prior Approved Items Postponed, some for multiple years, due to limited funds.

As a result of the extensive review by the Blue Ribbon Commission in 2008 and 2009, as well as further study by the Village staff and Trustees, we have concluded the Village cannot continue indefinitely nor episodically to defer or ignore a number of these items without facing major risk exposure. The items we will begin to address during this fiscal year, some of which will continue into the next fiscal year, include the following:

#### **Public Safety, Security, and Health Initiatives**

- Replacement of fire hydrants
- Replacement of street lights
- Road striping/road improvements
- Storm water flooding mitigation
- Sewer relining
- Water system valve replacements
- Sidewalk/curb repair/replacements

#### **Items subject to prior multiple year postponements:**

- Police vehicle replacement
- Police in-car computer upgrade
- Completing upgrade to police locker room and storage areas
- Village Hall/Police Station parking lot resurfacing

These items have to be put on a schedule to do a certain amount of work each year, otherwise we face a potential tsunami that we won't be able to afford to do in any reasonable time period. Needless to say, continually ignoring these items will negatively impact the Village and the values of our homes.

As for financing, we are able to do a number of these things within the Village's annual allowable bonding authority, which we reported on in the last Village President's Newsletter (Volume VII). We were most fortunate to secure very favorable financing which allows us to maximize the allocation of the funds for the improvements versus interest cost. As a footnote to our financing undertaking we were pleased to learn the Moody's bond rating for the Village has improved from Aa1 to Aaa.

#### **HIGHLIGHTS OF KEY WORK IN PROCESS**

The following paragraphs summarize some insights related to the work in progress on specific projects:

##### **Public Works Reorganization:**

On May 1, 2010, the Village reorganized its existing public works functions into a single Public Works Department. Prior to the change, public works activities were separated into streets/sewer functions and water/electricity functions under the leadership of a separate superintendent for each. The newly reorganized department consists of five employees under the leadership of a single Director of Public Works. Former Water Superintendent Kevin Zeoli has been charged with leading the combined department.

The reorganization took place as a result of a combination of factors. Over the last several years, the Village Board has been evaluating opportunities to improve effectiveness, efficiency, and reduce costs, and earlier this year, Street Superintendent Ignazio Fiorentino announced his intention to retire. This combination led to a new vision for the Public Works operations of the Village and a determination that combining the two operating departments would provide improved efficiencies and effectiveness at reduced costs. By combining the operation of both departments, the Village has increased flexibility for staffing and responding to the community's Public Works needs while providing opportunities for cross training, skill development, and job enrichment for employees.

Since the reorganization took place, the combined staff has responded jointly to emergency storm events and early spring rain events. They have worked together on the replacement of fire hydrants, and coordinated their efforts to respond to a major water leak. Early indications are the increased flexibility in staffing and personnel deployment to address public works needs has already resulted in quicker response time on issues that arise, faster project completion, and reduced overtime for the Village.

##### **Outsourcing/Collaborative Purchasing**

As noted above, one of our high priorities is to seek ways to reduce costs and investments, while maintaining/improving services. We have made a number of changes, as highlighted below, by outsourcing or entering into collaborative arrangements with other communities on joint procurement contracts:

- **Street sweeping:** At our April 2010 meeting, the Village Board unanimously approved entering into a joint contract with the Village of Glenview for sweeping Village streets. This contract saves staff time and equipment repair costs related to an in-house street sweeping operation as well as helping the Village avoid a major capital expense related to the needed replacement of an aging street sweeper.
- **Parkway trees purchasing:** In March of this year, the Village Board approved the Village entering the Suburban Tree Purchasing cooperative. This is a cooperative of over 33 municipalities who leverage volume purchasing to reduce the cost of municipal tree purchases for the Village's Parkway Tree Planting Program.
- **Joint contracting for sidewalk and curb repair/replacement:** Village staff worked with the Villages of Lincolnwood, Wilmette and Northfield on the joint bidding of concrete curb and sidewalk replacement services. The joint bid process resulted in cost savings to the Village compared to its existing vendor.
- **Tree trimming:** Winter tree trimming services were included in the budget for the current year, and staff is working with the Villages of Wilmette and Glenview to explore the possibility of Kenilworth participating in their existing joint contract for tree trimming services.

### **Shared Services**

Another key priority is to seek ways to share services on an intergovernmental basis with other communities and tax districts. Two areas where we are intensively studying the possibilities are described below:

- **Emergency Dispatch.** We have undertaken a comprehensive review of the opportunity for a multi-village shared emergency dispatch service. This includes analyzing operations, location, communication, organization, technology, costs, and financial implications. We hope to complete this work in the fall with the expectation to make a decision by early in the New Year.
- **Park District:** We have undertaken a review of our collaboration and sharing of services, including the respective deployment of personnel and costs between the Village and the Park District and expect to hold discussions later this summer or early fall to consider possible options.

### **Infrastructure**

Our recent Board approved bond financing will be applied to the following projects:

- Replacement of approximately 5 fire hydrants
- Purchase of 3 replacement lamp fixtures and cabling for repair to street light system
- Road striping on Sheridan Road
- Road paving/repair on Leicester and Ivy Court
- Sewer relining of approximately 5,500 linear feet of storm sewer and combined sanitary and storm sewer pipe throughout the Village.
- Replacement of 10 to 20 water valves at various locations throughout the Village
- Repair and replacement of approximately 5,500 square feet of sidewalk and curb
- Village Hall/Police parking lot repaving
- Storm Water improvement engineering study

### **The Comprehensive Plan**

As you know, the Kenilworth Plan Commission has been hard at work over the last several years developing a plan to improve Kenilworth's commercial corridor. Since the adoption of the Kenilworth Comprehensive Plan in January, 2008, the Plan Commission has focused its efforts on making the plan become a reality. The first step in this process was to update the Village's Zoning Ordinances to reflect recommendations and objectives in the Comprehensive Plan. In response to the Plan Commission recommendations last summer, the Village Board adopted sweeping changes to the Kenilworth Zoning Ordinance related to Business District regulations. The changes to this ordinance include combining the three existing business districts into a single zoning district; updating the list of permitted uses and special uses contemplated for the business district; lessening parking requirements for businesses located on the first floor throughout the business district; and adopting a process to consider planned unit developments.

Since the adoption of these changes to the Zoning Ordinance, the Plan Commission has formed a number of small working groups to begin work on a variety of tasks. These include such issues as updating the Village's sign regulations, economic development, updating the Village's commercial design guidelines, and looking at Green Bay Road streetscape improvements, including the needs at the Kenilworth Train Station. It is expected the next formal action by the Plan Commission will be a recommendation on updates to Kenilworth sign regulations. This ordinance is expected to move to public hearing this fall.

### **Water Tower Park**

After several years of postponement, the Village finally completed the cleaning of the water tower which was clearly long overdue. But, the even more exciting news is the comprehensive Water Tower Park Beautification Project completed this spring/summer by the Kenilworth Garden Council, Beautification Committee and the Kenilworth Park District. Under the leadership of Lois Stanley, landscape development plans for improvement were carried out with the generous donations from residents and the Kenilworth Park District's Marguerite L. Storch Memorial Garden Fund. Thanks to all of you who made this possible!

The result is truly an updated and vastly improved park space for the community to enjoy. This is an excellent example of community collaboration, philanthropy, and leveraging the wonderful talents of the Village residents in making a difference for the community. I'm hopeful this will inspire others to consider how they might be able to deploy their talents and resources to other Village projects that are beneficial for and add value to our community like this.

**CONCLUSION**

Hopefully this review will assist you in making the connection between our Village Priorities, the financial plan, and some of the work in progress which is truly considerable. In fact, despite the ghastly length of this letter there is much more being done to hopefully be reported to residents in future messages.

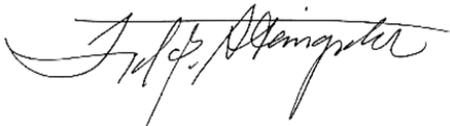
While I'm confident the Village can make it through this challenging economic period we are in, it will require constant resourcefulness, innovation and sacrifice from all of us. The Village Board is committed to leading the Village toward longer-term financial stability which is also responsive to the quality and service expectations of residents.

I would like to take this opportunity to thank all of the Village staff for their continued commitment to the Board initiatives and their effort to date to find ways to address the Village's challenging fiscal goals. I am very pleased to see the resourcefulness and initiative being taken by our management team and staff to contribute to the desired results.

Finally, I want to thank all of you who have passed along your generous compliments and support for both our communications and the actions we are taking. We are dedicated to serving you thoughtfully and responsibly and are always interested in your thoughts.

Please enjoy the rest of the summer and, if possible, take advantage of our wonderful Kenilworth Beach.

Kindest regards,

A handwritten signature in cursive script, appearing to read "Fred G. Steingraber". The signature is written in black ink and is positioned above the printed name.

Fred G. Steingraber



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## **Upcoming Meetings**

- **Wednesday, August 11—Finance Committee Meeting—6:30 p.m.**
- **Wednesday, August 11—Architectural Review Commission Meeting—8:30 p.m.**
- **Monday, August 23—Village Board Meeting—7:30 p.m.**
- **Thursday, August 26—Park Board Meeting—5:00 p.m.**

**For more information, see the Village's website, [www.villageofkenilworth.org](http://www.villageofkenilworth.org).**