



# VILLAGE OF GLENVIEW 2024 PROPOSED BUDGET

## Board of Trustees Budget Workshop II October 5, 2023



# AGENDA



**Glenview Public  
Library Budget and  
2023 Tax Levy**



**Waukegan/Golf TIF  
Fund**



**Corporate Fund  
Overview**



**Operating  
Departments**



**Permanent Fund**



**Internal Service  
Funds**



# Glenview Public Library

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2023 Proposed  
Levy & 2024  
Preliminary Budget



# What We Do!

We connect people to knowledge, information, and discovery.





# 2022 in REVIEW



**281,430** Library visits

**1,006,226**



materials checked out

**925**

programs

most popular library of things item



Mobile Hotspot  
204 check outs

**23,559**



program attendees

**4,204**

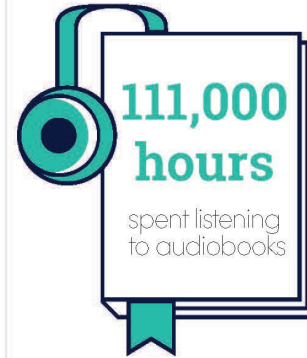
NEW cardholders

**\$12,747,954**

dollars saved by Glenview residents by borrowing from the Library

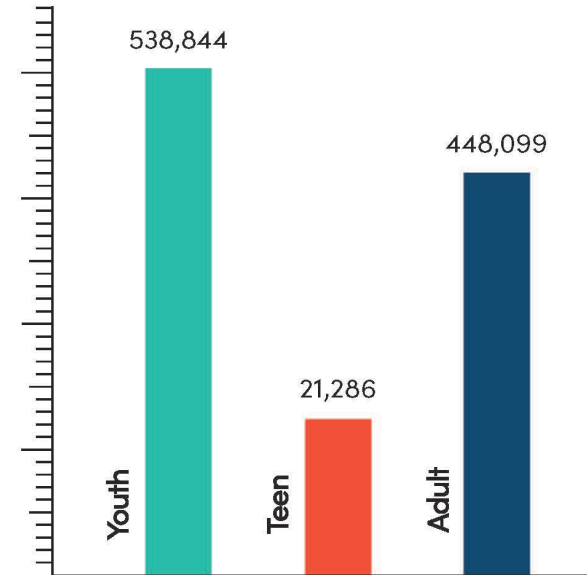
86,021

patron questions answered



**111,000** hours

spent listening to audiobooks



Total Circulation of All Materials (Including Renewals)

675 dog treats given at the drive-up window



**193**

storytimes

11,218 study room bookings



**4,200**

Innovation Center Appointments



# 2023 Proposed Levy

# 2023 Proposed Operating Levy

**2022 Levy** **\$8,430,349**

**Plus New EAV Growth** **\$138,630**

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**2023 Proposed Operating Levy** **\$8,568,979**

# 2023 Debt Service Levy

- **\$1,764,479**
- **Bond for construction of the Library**
- **Yearly principal and interest**
- **Paid off in 2029**





# 2023 Proposed Total Library Levy



**2023 Proposed Operating Levy** **\$8,568,979**

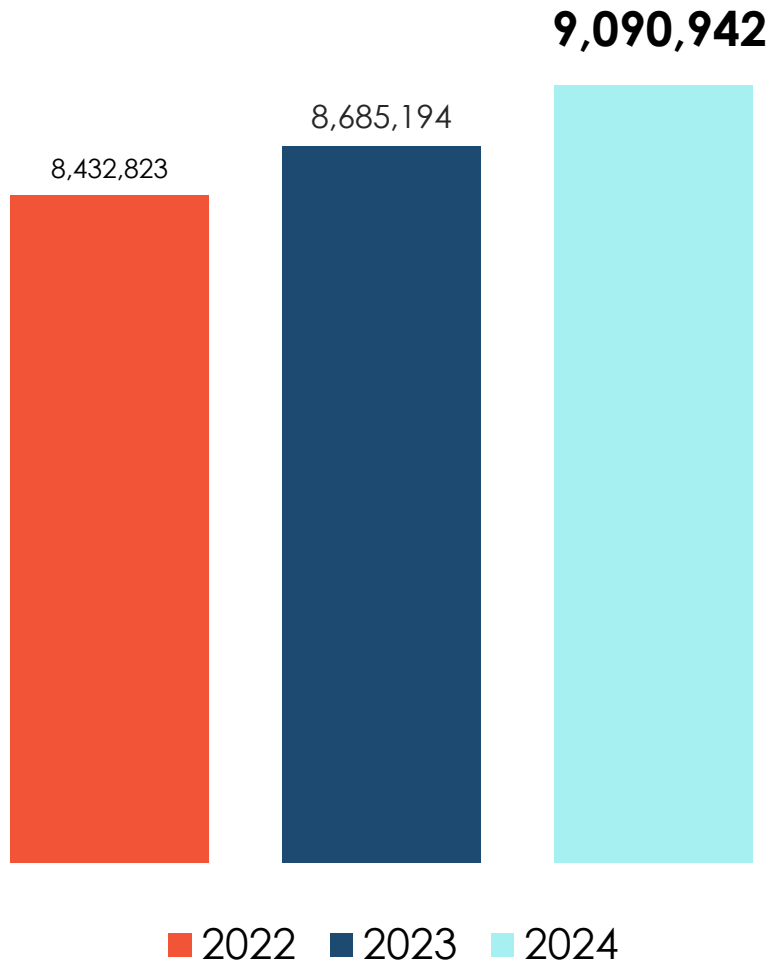
**2023 Library Debt Service Levy** **\$1,764,479**

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**2023 Proposed Total Library Levy** **\$10,333,458**

# 2023 Preliminary Operating Budget

# 2024 Preliminary Budgeted Revenue

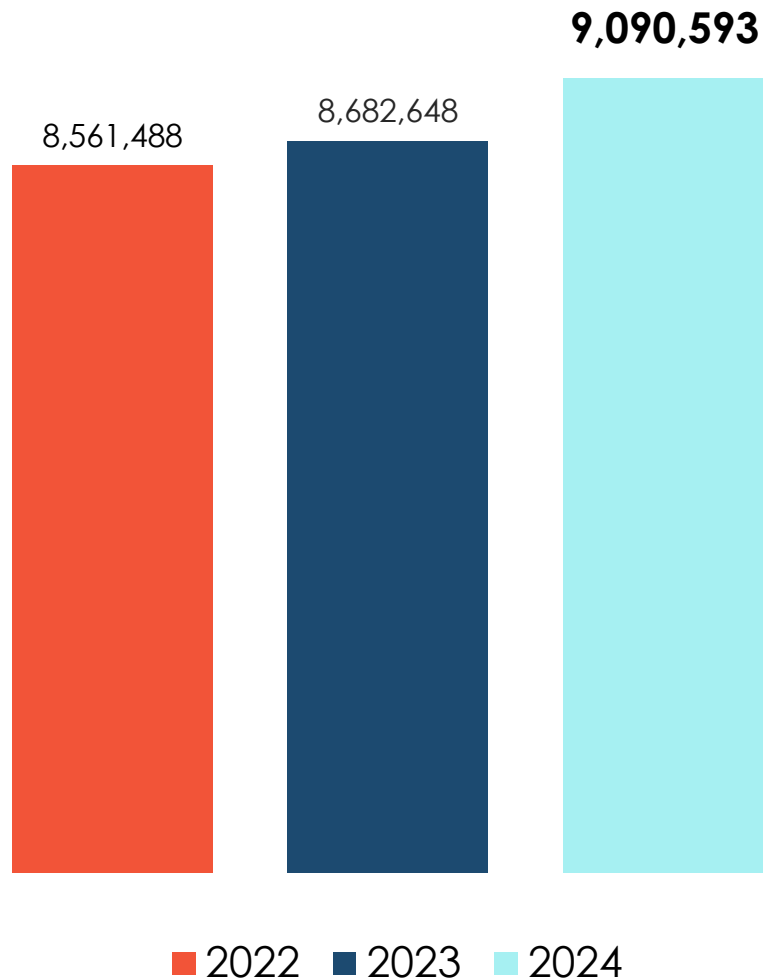


## Highlights

- 98% from property tax
- 4.7% increase in total revenue
- \$200,000 increase in interest income
- \$60,000 in new revenue for passports & license renewal services



# 2024 Preliminary Budgeted Expenses



## Highlights

- 4.7% increase in expenditures
- \$168,000 allocated for special one-time projects to upgrade the library spaces
- Implementation of a mobile app
- Increase in building maintenance costs due to inflation
- Increases in personnel costs due to salary adjustments and a 10% rise in healthcare costs
- \$100,000 increase to transfer to special reserve

# Financial Position

# Financial Position

	2022 Actual	2023 Budget	2023 Projections	2024 Budget
<b>Beginning Fund Balance</b>	4,676,989	5,231,901	5,234,447	5,627,800
Revenues	8,734,105	8,685,194	9,076,001	9,090,942
Operating Expenditures	7,541,664	8,124,648	8,152,648	8,342,593
Special Projects	287,529	78,000	50,000	168,000
Transfer to Special Reserve	350,000	480,000	480,000	580,000
Total Expenditures	8,179,193	8,682,648	8,682,648	9,090,593
Ending Fund Balance	5,231,901	5,234,447	5,627,800	5,628,149



# Future Projections

	2024	2025	2026	2027
Revenue	9,090,942	9,165,575	9,209,039	9,252,720
<b>% Increase</b>		<b>0.8%</b>	<b>0.5%</b>	<b>0.5%</b>
Operating Expenses *	8,342,593	8,509,448	8,679,637	8,853,230
<b>% Increase</b>		<b>2%</b>	<b>2%</b>	<b>2%</b>
Transfer to Special Reserve	580,000	580,000	580,000	580,000
<b>% Increase</b>		<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>8,922,593</b>	<b>9,089,448</b>	<b>9,259,637</b>	<b>9,433,230</b>
<b>% Increase</b>		<b>1.9%</b>	<b>1.9%</b>	<b>1.9%</b>
	168,346	76,127	(-50,598)	(180,510)

\* Does not include 1- time special projects

# Questions



# **GLENVIEW PUBLIC LIBRARY BUDGET AND 2023 TAX LEVY**





# WAUKEGAN/GOLF TIF FUND



# CONSIDERATION OF CONCLUDING THE WAUKEGAN/GOLF TIF DISTRICT

## ➤ Purpose:

The Waukegan/Golf TIF was established in 2013 to fund \$3,500,000 of essential infrastructure improvements to address traffic needs at this regional intersection to support the redevelopment of the former Avon/Baker Development property by Regency Centers.

## ➤ Consideration of Closing:

- Final debt payment end of 2023
- No property tax increase by concluding the TIF
- Opportunity for Taxing Jurisdictions to capture TIF EAV

## ➤ Obtain Board direction to proceed with final administrative steps of closing the TIF



2020



2013



# CORPORATE FUND OVERVIEW



**BALANCED  
CORPORATE  
FUND 2024  
OPERATING  
BUDGET**

<b>Corporate Fund</b>		<b>2024 Budget</b>
<b>Revenues</b>		<b>\$ 95,057,322</b>
<b>Expenditures</b>	<b>Management Services</b>	<b>12,359,425</b>
	<b>Joint Dispatch</b>	<b>13,173,811</b>
	<b>Public Works</b>	<b>10,119,555</b>
	<b>Police</b>	<b>19,438,292</b>
	<b>Fire</b>	<b>23,383,206</b>
	<b>Community Development</b>	<b>6,228,793</b>
	<b>Transfer to CIP</b>	<b>7,311,616</b>
	<b>Transfers Out</b>	<b>2,229,582</b>
	<b><i>Total Operating Expenses</i></b>	<b>94,244,280</b>
	<b><i>Total Operating Surplus</i></b>	<b>813,042</b>
	<b><i>Appropriated Fund Balance - CIP</i></b>	<b>5,130,998</b>
	<b><i>One-Time Transfer for Public Works Campus Project</i></b>	<b>1,900,454</b>
	<b><i>Total Expenditures</i></b>	<b>101,275,732</b>
<b>Total Fund Performance</b>		<b>\$ (6,218,410)</b>



# OPERATING DEPARTMENTS

# MANAGEMENT SERVICES

	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>2024 Bud.</b>
	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>vs.</b>
				<b>2023 Bud.</b>
Personnel	3,190,840	3,020,610	3,062,602	(128,238)
Contractual	6,796,127	6,466,261	6,642,035	(154,092)
Other Expenses	2,282,460	2,227,570	2,654,789	372,329
<b>Management Services Total</b>	<b>12,269,427</b>	<b>11,714,441</b>	<b>12,359,426</b>	<b>89,999</b>

# 2024 Management Services Department Overview

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*Provides overall coordination of municipal functions*



Resolution Center



Communications



Police Records



Village Manager's Office



Finance



Business Analytics



# Management Services-2023 Achievements

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## Increasing engagement and communication with the community:

- Creation of Community Ambassador Program
- Completing development of new Village website (to be launched by year-end)
- Hosting Third Annual Citizens Academy

## Increased support to our employees with focus on our culture of Trust/Think/Serve:

- Provided mental health first aid training and an on-call mental health counselor for Dispatch employees
- Employee engagement through road shows, social events, and wellness challenges

## Supporting long-term fiscal sustainability of the Village:

- Maintained Moody's highest credit rating of Aaa
- Executed water supply agreement with IL American thru Sept. 2050





# MANAGEMENT SERVICES

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## 2024 Budget Highlights and Operational Initiatives

- Increasing engagement and communication with the community
  - Helping lead celebration of Glenview's 125th Anniversary
  - Gathering feedback through community-wide survey
- Increased support to our employees with focus on our culture of Trust/Think/Serve:
  - Expansion of on-call mental health counselor to Police and Fire personnel
  - Launching cultural on-boarding program to orient new hires and connect them to the community
- Enhancing front-end customer service to better serve our residents:
  - Construction of public restroom in Police Department lobby
  - Additional Records Clerk to assist with increasing public requests and State reporting requirements



# JOINT DISPATCH/IT

	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>2024 Bud.</b>
	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>vs.</b>
				<b>2023 Bud.</b>
Personnel	6,788,417	6,499,032	7,707,446	919,029
Contractual	3,621,922	3,273,879	4,069,097	447,175
Other Expenses	1,286,189	1,358,727	1,397,268	111,079
<b>Joint Dispatch Total</b>	<b>11,696,528</b>	<b>11,131,638</b>	<b>13,173,811</b>	<b>1,477,283</b>

# 2024 Joint Dispatch/IT Department Overview



## Public Safety Dispatch Centers

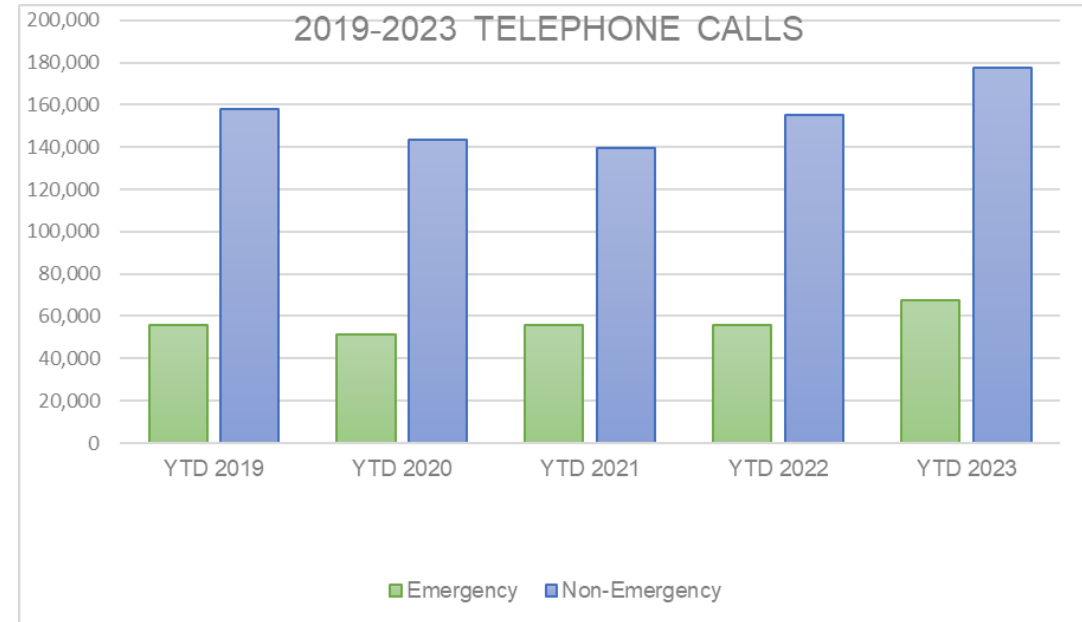
- Glenview Center
- North Center

37 Telecommunicators



## Information Technology

## Phone Calls by Year Through August



# Joint Dispatch/IT - 2023 Achievements

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- ✓ Next Generation 9-1-1 - Transitioned 9-1-1 phone system to State of IL Next Gen ESI Net using \$63k grant from State 9-1-1 Office covering all cost including the new NG 9-1-1 equipment and system engineering
- ✓ Dispatch Focus on Quality Assurance - Implemented CORTI AI for Emergency Medical Dispatching Call Reviews, EMD Skill Lab for training and continued education, and Quality Assurance Review Program of non-EMD calls
- ✓ Reconfigured and Updated North Dispatch Center - Replaced dispatch consoles, modified supervisor's office into a hybrid office and training room and added additional point of entry and exit for the center
- ✓ ASAP to PSAP Services - Completed setup and testing with State of IL and Tyler Technologies for Automated Secure Alarm Protocol allowing police, fire, and medical alarms to be directly communicated to our dispatch centers through our computer aided dispatch software.
- ✓ Technology Upgrades and Updates - Village Wireless Access Points, Microwave Network Reconfigured for North Center Fire Department Radios, Village Firewalls, and supported police Safe-T Act initiatives
- ✓ Village Move to the Cloud Initiative — Village phone system (RingCentral), public safety data archive of legacy data (Tyler Public Safety), ERP Solution (MUNIS), Police body worn and in car Cameras (AXON), employee intranet (EIC), and Office 365





# JOINT DISPATCH/ INFORMATION TECHNOLOGY

	2023 Budget	2023 Estimate	2024 Budget	2024 Bud. vs. 2023 Bud.
Personnel	6,788,417	6,499,032	7,707,446	919,029
Contractual	3,621,922	3,273,879	4,069,097	447,175
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## 2024 Budget Highlights and Operational Initiatives

### Joint Dispatch

- Implement hosted 911 phone solution.
- Work with neighboring 911 centers on real-time unit coordination and situational awareness.
- Update workspace in South dispatch for additional training and administrative workspace

### Information Technology

- Transition Public Safety Software to the Cloud
- Invest in on-site workspace for changing IT support environment
- Focus on data connectivity for Software as a Service aka Cloud Solutions.
- Continue to enhance network and data security.



# PUBLIC WORKS

	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>2024 Bud.</b>
	<b>Budget</b>	<b>Estimate</b>	<b>Budget</b>	<b>vs.</b>
				<b>2023 Bud.</b>
Personnel	1,585,532	1,519,887	1,595,863	10,331
Contractual	4,759,837	4,747,241	5,127,231	367,394
Other Expenses	2,935,768	2,835,821	3,396,461	460,693
<b>Public Works Total</b>	<b>9,281,137</b>	<b>9,102,949</b>	<b>10,119,555</b>	<b>838,418</b>

# Public Works Department Overview

*Committed to around the clock – 24/7/365 – quality, reliable and efficient public services*

## Core Services

### Maintain Village Infrastructure

### Maintain Village Facilities



Forestry/ Grounds



Fleet Services



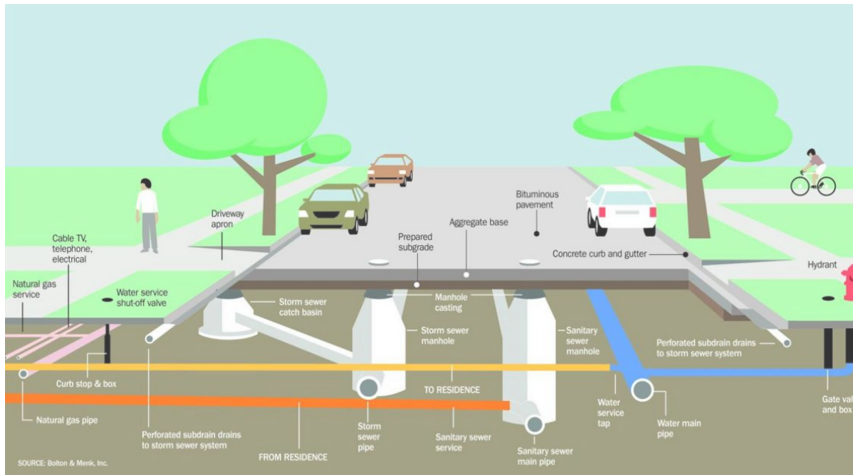
Sewers



Water



Streets





# Public Works – 2023 Achievements

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- **Facility Upgrades** – Upon completing RFP to select new architects, started the planning, design and implementation of multiple facility projects, including:
  - Completed Glenview History Center long-term facility assessment and awarded recommended Year 0 projects;
  - Commenced design for the 2024 Public Works Campus improvement project;
  - Finalized design for the masonry (exterior) repairs at the Rugen Sr. Pump Station and Fire Station 13 and 14 kitchen remodels; and,
  - Awarded the pump replacement project at the Laramie Pump Station.
- **Glen TIF Retirement** – Completed multiple TIF retirement projects including substantial completion of the Glen Town Center parking deck repair project to make both public decks “like-new.”
- **Hybrid Model** – Rebid nine (9) contracts and extended another 16 of the 62 existing maintenance contracts to continue support for the Village’s hybrid (public/private) service delivery model.
- **Supervisor Success** – Responded to and addressed over 1,850 resident work orders with a continuous focus and tracking of quick response and action.
- **Operational Excellence** – Exceeded 110% Performance Management Program (PMP) production percentage every month on work plan delivery.



# PUBLIC WORKS

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## 2024 Budget Highlights and Operational Initiatives

- Personnel costs remain flat with projected salary increases offset by the reduction of a full-time Executive Assistant position.
- Contractual costs increased \$367K (7.7%) primarily due to landscaping and lighting enhancements proposed in the Downtown and The Glen Town Center (GTC); a one-time roof replacement project at SWANCC; and, tree maintenance program enhancements recommended by the Environmental and Natural Resources Commission (ENRC).
- Other expenses increased \$461K (15.7%) which includes expanded decorative concrete sealing in the Downtown area and at both Metra stations, other supplies/tools costs related to decorative lighting installations planned in the Downtown and GTC areas and increased FRRF chargebacks with an update to the 20-year plan.
- Design underway for the 2024 PW Campus project (budgeted separately in the CIP) to provide efficiency for current site needs including expanded salt and material covered storage along with site drainage, paving and layout improvements.



# POLICE

	<b>2023 Budget</b>	<b>2023 Estimate</b>	<b>2024 Budget</b>	<b>2024 Bud. vs. 2023 Bud.</b>
Personnel	12,397,871	11,472,426	13,001,458	603,587
Contractual	871,811	911,262	943,236	71,425
Other Expenses	5,016,510	4,948,275	5,493,598	477,088
<b>Police Total</b>	<b>18,286,192</b>	<b>17,331,963</b>	<b>19,438,292</b>	<b>1,152,100</b>

# 2024 Police Department Overview

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*It is the mission of the Glenview Police Department to protect life and property, to enforce state laws and local ordinances, and to provide services and assistance to residents and visitors in a professional and courteous manner.*



## Operations

- Uniformed Patrol
- Criminal Investigations
- Intelligence Unit
- Safety Response Team
- School Resource Officers

## Support Services

- Administration
- Budget/Payroll/Purchasing/invoice
- Special Events
- Internal Video/FOIA
- Community Relations
- Social Services
- Internal Affairs/PIO
- Training
- Traffic Unit
- Evidence
- Public Service Officers
- Facilities/Fleet

## SAFETY RESPONSE TEAM



# Police Department Performance Measures

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	2022 Actual	2023 Target	2023 Projected	2024 Target
Use of Traffic calming devices	20	18	35	38
Officer initiated non-traffic activities – includes citizen/business contacts through walk & talks, premise checks, residential/foot patrols, extra watch, and house/vacation checks.	18,284	19,198	18,995	19,902
Number of residents that participated in Child safety seat program	93	100	100	110
Selective enforcement efforts at school zones, hazardous intersections, and speeding “hot spots”	3,677	3,860	3,335	3,501
Missing person cases referred to Detective Bureau within 2-hours of receipt	17	22	16	17
Number of domestic violence victims supported/assisted within 24-hours of notification	31	20	24	25

\*\*The term self-initiated Directed Patrol (DP) will be used less frequently with the new term of Premise Check (PC) which reflects the parks, strip malls, village property, special/extra watch, closed, business/location and a better way of tracking assigned goals.

# Police – 2023 Achievements

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- ❖ **Safety Response Team (SRT)** - A newly formed initiative designed to improve community event safety and establish emergency response protocols in the event of a community-wide emergency. SRT will also be utilized at all community events as a layer of added security to the public.
- ❖ **Safe-T Act Mandates** - The department continues to focus on meeting newly implemented Safe-T Act training mandates by officers attending outside agency training, completion of online courses, and preparing the department to host more frequent department-wide and inter-agency trainings to maintain current police certification status.
- ❖ **Utility Vehicle** - Addition of a Police Utility Vehicle to the police fleet for use at public events, search and rescue, rescue in unpaved area such as forest preserve, standard patrol, and used for transporting emergency materials and supplies.
- ❖ Continued use of the Axon body-worn/in-car video system and the Flock Safety System. Both are multi-faceted technologies that fit the needs of the department and community. Acquisition, installation, and implementation of the Axon in-car video system is complete along with plans to install 25 Flock Safety System cameras (7 already installed and in use).
- ❖ Implementation of new School Resource Officers at Springman, Attea, and Glenview elementary schools.
- ❖ Electronic key fob access to Glenview elementary and middle schools were secured in all police vehicles. The fobs will allow officers immediate access to school buildings in the event of an emergency.
- ❖ **IDOT Enforcement/Grant** - The Traffic Unit participated in all 8 approved Illinois Department of Transportation campaign initiatives. Grant funds were operated in compliance with requirement and the department is applying for \$77,640 for the FY 23-24 grant year. An increase of almost \$30,000 from the 22-23 grant year.



Utility Vehicle



Flock Safety System



# POLICE

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## 2024 Budget Highlights and Operational Initiatives

### Support Services and Operations Initiatives

- Seeking IDOT Grant award of \$77,640 for 2023 - 2024
- Public Safety Measures
  - Safety Response Team (SRT)
  - Bicycle Unit
  - Axon police vehicle mobile video system update
  - Flock Safety System
  - Police Drone Operation
  - Medipac for emergency responses
- Hosting of in-house training to satisfy scenario-based requirement mandates by the Safe-T Act for police certification
- Police Motorcycle Operator Training

### Community Events

- Safety Drills - Lockdown, Fire, and Weather
- Touch-a-Truck
- High-Five Fridays
- Chamber Business Coffee Chat/Coffee with a Cop
- Homeowner's Association Meetings
- Citizen's Police Academy - Class #16
- Car Seat Safety Program
- Drug Takeback and Weapon Destruction
- Illinois Special Olympics Cop on Top and Torch Run
- National Night Out



# 2024 BUDGET WORKSHOP II

## QUESTIONS?



**Next 2024 Budget  
Workshop  
Thursday, Oct. 26,  
2023  
6:30 p.m.**

**Tentative Agenda:  
Corporate Fund Update  
Water and Sewer Rates  
2023 Tax Levy  
Capital Improvement Plan  
(CIP) Update  
Non-Profit Funding**

