

**Quarterly Strategic Plan Update Report  
First Quarter – FY20  
(May-July 2019)**

**1. FINANCES & SERVICES.**

Achieve a balanced budget with funding for prioritized services and infrastructure improvement: Maximize development of open commercial properties, foster healthy businesses, pursue other revenue and funding opportunities, and control expenditures.

<i>Action step/initiative</i>	<i>Responsibility</i>	<i>Time line</i>
<b>1.1. Take steps necessary short term to address revenue/expenditure imbalance</b>	Mayor, Village Board, Village Manager, Department Directors	First priority beginning in November 2017
<b>1.2. Explore alternative methods for delivering services and collaboration opportunities</b>	Mayor, Village Board, Village Manager, Department Directors	Second priority
<b>1.3. Identify what services/programs/ areas are inadequately funded, by how much and prioritize these needs against existing services. Explore service delivery of these needs and funding of each</b>	Village Manager, Department Directors with Mayor and Village Board	Third priority

*Explanation of the project(s) including steps taken and outcome:*

- Completed review of proposals and staff demonstrations of finance system software.
- Worked with legislators and lobbyist Matt O'Shea to push for the inclusion of Flossmoor's priority projects in the state capital bill

*Explanation of next steps and/or how the continued success of this project(s) will be re-evaluated through time:*

- Consider passing an ordinance establishing the new 3% Local Motor Fuel Tax available to non-home rule Cook County municipalities; implement tax if approved by Village Board
- Finalize selection of finance system software vendor which will lead to increased operational efficiencies and alternate/enhanced service delivery options.
- Begin implementation of new financial system software, if approved by the Board.
- Address operating deficit in the General Fund due to structural imbalance between revenues and expenditures.
- Develop 2019 tax levy to support future budgets.

**Quarterly Strategic Plan Update Report  
First Quarter – FY20  
(May-July 2019)**

**2. INFRASTRUCTURE.**  
Improve the Village infrastructure: Develop prioritized improvement plans and maintain/improve road, water, sewer and other infrastructure on an appropriate cycle.

<i>Action step / Initiative</i>	<i>Responsibility</i>	<i>Time Line</i>
<b>2.1. Prioritize the Village’s needed infrastructure investments</b>	Mayor, Village Board and Public Works Director	March/April for FY 2019
<b>2.2. Explore long-term financing options for infrastructure improvements</b>	Mayor, Village Board, Finance Director, Public Works Director	March/April for FY 2019

*Explanation of the project(s) including steps taken and outcome:*

- Established goal of 2020 referendum for General Obligation bond issue for street resurfacing
- Pothole repairs and large area asphalt patching ongoing throughout the Village.
- Continued to evaluate alternate water supply options to determine future course of action.
- Pursued capital project financing with State legislators in anticipation of a state capital bill.
- Allocated additional funding from General Fund fund balance to resurface streets in FY20 budget.
- Began Phase I Engineering for the Central Business District Roadway, Pedestrian and Streetscape Improvements Project for which the Village was awarded an Invest-in-Cook Grant that will cover 80% of the cost of the Phase I Engineering.
- Awarded the FY 20 sidewalk replacement program contract to maintain sidewalk concrete throughout the community.

*Explanation of next steps and/or how the continued success of this project(s) will be re-evaluated through time:*

- Continue with Phase I Engineering for the Central Business District Roadway, Pedestrian, and Streetscape Improvements Project.
- Bid street resurfacing project and complete project this fall.
- Commit to a financing method for water meter replacement program.
- Continue to advance an application for low-interest IEPA loans for the Phase IV Sanitary Sewer Rehabilitation Project and consider another IEPA loan to assist the Village with the Sterling Avenue Water Tower Relocation.
- Make decision on water supply options and determine financing method if applicable.

**Quarterly Strategic Plan Update Report  
First Quarter – FY20  
(May-July 2019)**

**3. BUSINESS.**

Engage in an economic development program: Attract, retain and help revitalize businesses and attain the development of available commercial properties.

<i>Action step/initiative</i>	<i>Responsibility</i>	<i>Time line</i>
<b>3.1. Re-evaluate soliciting the developer community without the No Cash Bid properties</b>	Village Manager, consultant	First priority
<b>3.2. Evaluate resources and partnerships</b>	Mayor, Village Board and Manager	In conjunction with first priority
<b>3.3. Develop a marketing program to achieve development of open commercial properties in Southwest Flossmoor</b>	Village Manager, Mayor, Village Board	Third priority
<b>3.4. Evaluate a business retention strategy</b>	Manager, Building and Zoning Administrator	Fourth priority
<b>3.5. Consider a Comprehensive Plan update and/or sub-area plans for business corridors</b>	Mayor, Village Board, Manager and Building an Zoning Administrator	January 2018 (planning for FY 19 budget)

*Explanation of the project(s) including steps taken and outcome:*

- Issued Request for Qualifications (RFQ) for developers of Village-owned properties in southwest Flossmoor and staff is currently working with Houseal Lavigne to further market the property for development with signage and other advertisement.
- Linden Group is currently drafting a concept plan for the Flossmoor Road property (2611-2633 Flossmoor Road) for a mixed-use development.
- A tenant buildout is being proposed within the Meijer store for PET IQ which is a limited service veterinary clinic.
- Pursued six parcels on Governors Highway through the No Cash Bid process with initial approvals received (deeds to be received next year)

*Explanation of next steps and/or how the continued success of this project(s) will be re-evaluated through time:*

- Market Flossmoor Road property (2611-2633 Flossmoor Road) for mixed-use development.
- Support re-energized Flossmoor Business Association
- Consider RFQ responses for the Village-owned properties in southwest Flossmoor
- Meet with Frontline Real Estate Partners to discuss the future of Flossmoor Commons

**Quarterly Strategic Plan Update Report**  
**First Quarter – FY20**  
**(May-July 2019)**

**4. DIVERSITY & COMMUNICATIONS.**

Foster a diverse, united and inclusive community: Pursue activities to maintain Flossmoor's diversity, promote inclusiveness, and build communications, understanding and unity among residents across neighborhoods and throughout the community.

<i>Action step/initiative</i>	<i>Responsibility</i>	<i>Time line</i>
<b>4.1. Identify models and measures for communications and diversity/inclusion</b>	Mayor and Village Board, Community Relations Commission (CRC)	First priority
<b>4.2. Identify partnerships and resources for communications and building unity</b>	Village Manager's office, CRC	Second priority
<b>4.3. Develop a method to evaluate communications and what perceptions or misperceptions exist, and implement that method</b>	Village Manager's office	Third priority
<b>4.4. Work through the Community Relations Commission and identified resources to continue communication methods that are successful and improve where necessary</b>	Village Manager's office	Fourth priority
<b>4.5. Work through the Community Relations Commission and identified resources to continue diversity/inclusion methods that are successful and improve where necessary</b>	Village Manager's office	Fifth priority

*Explanation of the project(s) including steps taken and outcome:*

- Completed sessions on Managing Implicit Bias for Law Enforcement with Anti-Defamation League. Training is eight hours and included other area police departments (Park Forest, Olympia Fields, South Holland, Hazel Crest and Flossmoor).
- In conjunction with our intergovernmental partners, condemned racist resident behavior in the HF community which included supporting grass roots healing by groups like Peaceology
- Working with intergovernmental partners, hosted the ADL's State of Hate presentation at Village Hall, which was attended by 50 area residents
- Held first-ever Pride Event on June 21, with approximately 300 attendees
- Began conversations with Nancy Conner Consulting to determine potential projects to improve supply chain diversity
- Held first PW Touch-a-Truck event to increase communication and education with residents about public works functions.
- Passed a proclamation in honor of Juneteenth
- Participated in a national panel on measures to support diversity and inclusion which was hosted through an ICMA webinar.
- Refreshed the Village's website design to reflect our new brand and ease of communication
- Partnered with Opportunity Works Workforce Development Partnership to place two young people as temporary workers in Public Works to introduce them to labor employment and public service.

**Quarterly Strategic Plan Update Report**  
**First Quarter – FY20**  
**(May-July 2019)**

*Explanation of next steps and/or how the continued success of this project(s) will be re-evaluated through time:*

- Begin implementation of supply chain diversity projects
- Continue conversations with intergovernmental partners to determine shared path forward on diversity and inclusion.
- Identify training opportunities for village elected officials and staff on Diversity & Inclusion.
- Fill vacancies on the Community Relations Commission and review direction to move forward.

**Quarterly Strategic Plan Update Report**  
**First Quarter – FY20**  
**(May-July 2019)**

**5. HOUSING.**

Enhance the Village’s housing stock and increase property values: Promote Flossmoor to attract homebuyers, beautify downtown and neighborhoods, and assure maintenance of residential properties.

<i>Action step/initiative</i>	<i>Responsibility</i>	<i>Time line</i>
<b>5.1. Identify code enforcement options and assess options for more effective enforcement</b>	Village Attorney, Building and Zoning Department	First priority
<b>5.2. Review and consider code enforcement options and options for more effective enforcement</b>	Mayor, Village Board, Village Manager	Second priority
<b>5.3. Plan for and implement any approved additional code enforcement options</b>	Village Manager, Building and Zoning Department	Third priority
<b>5.4. Develop a marketing plan to attract new residents, retain residents and promote increased housing values</b>	Village Manager	Year 2 of the plan

*Explanation of the project(s) including steps taken and outcome:*

- Contracted with Tiny Bold Creative to develop marketing campaign for Flossmoor, which will include brochure, website and digital campaign concept
- Having implemented the chronic nuisance property registry program, staff and Village Attorney have been notifying property owners that have been deemed a chronic nuisance property or are in danger of becoming a chronic nuisance property.
- While the vacant building registration has been fairly successful with staff notifying property owners of their obligation to register, attempting to identify and contact the responsible party (particularly when in foreclosure) is often a time consuming and difficult process.
- Staff and the Village Attorney are finalizing a proposed agreement and ordinance which would allow an outside agency to provide the service of collecting all information and fees on behalf of the Village for foreclosed properties. This outside vendor has recently implemented a vacant property registration module as well.
- Staff and the Village Attorney are continuing to assess rental properties in relation to property maintenance issues and the need to adopt additional enforcement measures such as registration and inspection of rental property.
- Staff solicited a RFQ for a survey of historic properties.
- Placed new sculpture in the community including in the west area of Flossmoor with a new location at Flossmoor Hills.

*Explanation of next steps and/or how the continued success of this project(s) will be re-evaluated through time:*

- Implement a marketing campaign
- Evaluate RFQ responses for the survey of historic properties.
- Present the staff recommendation to contract with company to provide the service of researching, identifying, tracking and contacting the responsible parties of foreclosed properties
- Staff continues to consider other enforcement options that may be available to non-home rule municipalities.
- In cooperation with the Park District, place a new sculpture in Ballantrae Park

**Quarterly Strategic Plan Update Report**  
**First Quarter – FY20**  
**(May-July 2019)**

*Other significant items to note during the most recent quarter:*

- Half-Marathon: Public Works, Police Department and other staff are supporting logistics and planning efforts for the Hidden Gem Half Marathon.
- Flossmoor Fest: Planning, preparation and execution of Flossmoor Fest to be held on September 7, 2019
- Board Elections and Appointments: With the election and subsequent appointments, staff provided orientation to two trustees and one village clerk.