

Quarterly Strategic Plan Update Report Second Quarter – FY20 (Aug-Oct 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>
1.1. Take steps necessary short term to address revenue/expenditure imbalance	Mayor, Village Board, Village Manager, Department Directors	First priority beginning in November 2017
1.2. Explore alternative methods for delivering services and collaboration opportunities	Mayor, Village Board, Village Manager, Department Directors	Second priority
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	Village Manager, Department Directors with Mayor and Village Board	Third priority

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

- Continued with work with lobbyist to push for funding for Village’s priority projects with local legislators
- Passed an ordinance establishing the new 3% Local Motor Fuel Tax available to non-home rule Cook County municipalities
- Board approved selection of finance system software vendor which will lead to increased operational efficiencies and alternate/enhanced service delivery options and began the implementation process.
- Received a Regional Grant from FEMA for the purchase of fire station alerting equipment for nine communities and received an Assistance to Firefighters Grant for the purchase of self-contained breathing apparatus (SCBA). The grant assistance offsets costs that would otherwise be borne in the Capital Equipment Fund.

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

- Address operating deficit in the General Fund due to structural imbalance between revenues and expenditures.
- Approve 2019 tax levy utilizing strategy to maximize levy within tax caps.
- Continue implementation of new financial system software.
- Consider approval of 3% tax on cannabis selling businesses if use is authorized by Village Board
- Final quotes and installation costs will be obtained for the fire station alerting equipment which will be substantially paid for with grant funds. Once received, equipment counts and pricing will be updated with FEMA, then all participating municipalities will enter into an Intergovernmental Agreement for their portion of the local match. Once executed the purchase and installation of equipment will occur.

**Quarterly Strategic Plan Update Report
Second Quarter – FY20
(Aug-Oct 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>
2.1. Prioritize the Village’s needed infrastructure investments	Mayor, Village Board and Public Works Director	March/April for FY 2019
2.2. Explore long-term financing options for infrastructure improvements	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
- Continued to evaluate alternate water supply options to determine future course of action.
- Continued 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.
- Completed FY20 street resurfacing and sidewalk projects. This year’s program included the following streets and alleys: Harding Ave. (Flossmoor Rd. to 187th), Bob-o-link Rd. (Heather Hill Cr. to Berry Ln.), Patricia Ln. (Lawrence Cr. to Bonnie Brae Cr.), Leavitt Ave. (Hawthorn Ln. to Central Dr.), Travers Ln. (Flossmoor Rd. to Hutchison Rd), Flossmoor Rd. North Alley (Leavitt Ave. to Douglas Ave.), and Central Dr. North Alley.

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

- Present concept options for Central Business District Roadway, Pedestrian and Streetscape Improvements to the Village Board for direction.
- Make decision on water supply options and determine financing method if applicable.
- Commit to a financing method for water meter replacement program, if project undertaken.
- 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.
- Take steps toward placing referendum for bonds for street repairs on November 2020 ballot and develop Board-led education committee for 2020 referendum.

**Quarterly Strategic Plan Update Report
Second Quarter – FY20
(Aug-Oct 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>
3.1. Re-evaluate soliciting the developer community without the No Cash Bid properties	Village Manager, consultant	First priority
3.2. Evaluate resources and partnerships	Mayor, Village Board and Manager	In conjunction with first priority
3.3. Develop a marketing program to achieve development of open commercial properties in Southwest Flossmoor	Village Manager, Mayor, Village Board	Third priority
3.4. Evaluate a business retention strategy	Manager, Building and Zoning Administrator	Fourth priority
3.5. Consider a Comprehensive Plan update and/or sub-area plans for business corridors	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. Real estate signs have been placed on Vollmer Road and Crawford Avenue, and staff recently attended the International Council of Shopping Centers (ICSC) to present materials to potential developers.
- Developing a page on Village website to highlight economic development opportunities
- Board of Trustees approved a concept plan for the Flossmoor Road property (2611-2633 Flossmoor Road) for a mixed use development. Staff has placed a real estate sign at the site and developed marketing materials to present to developers.
- A tenant buildout is currently under construction within the Meijer store for PET IQ which is a limited service veterinary clinic.
- Site engineering plans for the Dunkin' restaurant were recently submitted for staff review and have also been submitted to MWRD and Cook County DOT for review.
- Staff recently met with Frontline Real Estate Group to discuss the future of the Flossmoor Commons.
- Pursued six parcels on Governors Highway through the No Cash Bid process with initial approvals received (deeds to be received next year)
- Submitted applications for grant assistance through CMAP's Local Technical Assistance Program. If received, grants would support development of a subarea plan for Governors Triangle/Flossmoor Commons and/or support our central business district project currently underway.

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
- Continue to market Village-owned properties in southwest Flossmoor, including following up on the contacts made at ICSC.

**Quarterly Strategic Plan Update Report
Second Quarter – FY20
(Aug-Oct 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>
4.1. Identify models and measures for communications and diversity/inclusion	Mayor and Village Board, Community Relations Commission (CRC)	First priority
4.2. Identify partnerships and resources for communications and building unity	Village Manager’s office, CRC	Second priority
4.3. Develop a method to evaluate communications and what perceptions or misperceptions exist, and implement that method	Village Manager’s office	Third priority
4.4. Work through the Community Relations Commission and identified resources to continue communication methods that are successful and improve where necessary	Village Manager’s office	Fourth priority
4.5. Work through the Community Relations Commission and identified resources to continue diversity/inclusion methods that are successful and improve where necessary	Village Manager’s office	Fifth priority

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

- Continued conversations with Nancy Conner Consulting to determine potential projects to improve supply chain diversity
- Filled vacancies on Community Relations Commission and began developing 2020 work plan
- Held concert in downtown Flossmoor celebrating Hispanic Heritage Month
- Increased communication for Flossmoor Fest and Hidden Gem to prepare community members for street closures and detours

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, including launching supplier registration form on Village website and identifying new vendors for upcoming projects.
- Plan and implement Martin Luther King, Jr. Day of Service and begin planning Black History Month commemoration and New Resident Event
- 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.
- Publish FY19 Popular Annual Financial Report to present financial information in easy-to-understand format

**Quarterly Strategic Plan Update Report
Second Quarter – FY20
(Aug-Oct 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>
5.1. Identify code enforcement options and assess options for more effective enforcement	Village Attorney, Building and Zoning Department	First priority
5.2. Review and consider code enforcement options and options for more effective enforcement	Mayor, Village Board, Village Manager	Second priority
5.3. Plan for and implement any approved additional code enforcement options	Village Manager, Building and Zoning Department	Third priority
5.4. Develop a marketing plan to attract new residents, retain residents and promote increased housing values	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
- Entered into an agreement with ProChamps for the registration of vacant and foreclosed properties.
- 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

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

- Finish development of marketing campaign and implement for spring 2020
- Evaluate RFQ responses for the survey of historic 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

Other significant items to note during the most recent quarter:

- Half-Marathon: Public Works, Police Department and other staff supported Hidden Gem Half Marathon.
- Flossmoor Fest: Planning, preparation and execution of Flossmoor Fest to be held on September 7, 2019
- September 27 Flood: Responded to flood event of September 27 by meeting with affected businesses and residents and compiling information to submit to Cook County Department of Homeland Security for potential disaster declaration